

Department Chair Meeting Minutes
College of Arts and Sciences
August 27, 2013

The meeting was called to order at 8:00 a.m. on Tuesday, August 27, 2013. Dr. Vagn K. Hansen, Dean of the College of Arts and Sciences, presided. Department Chairs present: Ms. Chiong-Yiao Chen, Dr. Paul Kittle, Dr. Brent Olive, Dr. Gregory Pitts, Dr. Yaschica Williams, Dr. Larry Adams, Dr. Bob Garfrerick, Dr. Claudia Vance, Dr. Francis Koti, Dr. Christopher Maynard, Dr. Cindy Stenger, LTC Michael Snyder, Dr. David McCullough, Dr. Brenda Webb, Dr. Richard Hudiburg, Dr. Joy Borah, and Dr. Jerri Bullard. Debbie Tubbs took the minutes.

1. **Approval of Minutes from July 23, 2013.** The minutes were approved by consensus.
2. **Commencement.** Dr. Hansen reported that starting with fall 2013, UNA will go to two Commencement ceremonies. The College of Arts and Sciences and the College of Education and Human Sciences will have a combined ceremony on Saturday, December 14 at 10:00 a.m.
3. **Desegregation Events/Constitution Day – Chris Maynard.** Dr. Maynard shared a handout with activities planned for the 50th Anniversary of the Desegregation of UNA on one side and information about UNA's Constitution Day on the other. He shared information about each of the activities and encouraged everyone to share the information with their departments and all students. [Please see the attached schedule for detailed information about these two events.]

Dr. Garfrerick commented that the Department of Entertainment Industry is planning a 50th Anniversary of the Desegregation of UNA event for the Friday of Homecoming which will focus on race and Muscle Shoals Music. He stated that more information would be forthcoming.

4. **Report from COAD.** Dr. Hansen reported the following items were among those discussed at the August 19 COAD meeting:
 - University Success Center and freshmen advising
 - Isbell Scholars procedures and revisions to consult more with departments before agreements are made
 - Employment Success of Graduates (4.1 of SACSCOC Principles of Accreditation).
 - Websites will be reviewed by Phyllis Underwood and as Dr. Hansen receives suggestions for improvements, he will forward them to the respective department chair.
 - SACS Substantive Change Policy which includes reporting on-line courses from the major course list
 - Standards for On-line Classes
 - Time and Effort Reporting for grants and contracts. [Work with Tanja Blackstone to make sure reports are submitted in a timely manner]
5. **Looking Ahead.** Dr. Hansen shared that as we begin a new academic year, he notes that one of the best thing in our college is the growth of student engagement through internships and undergraduate research. He noted the superb large scale simulations such as the Mock Trials led by Tim Collins and the Model UNA led by Leah Graham. He stated he has seen growth in students attending regional and national conventions with opportunities for students to interact in their professions. He commented all faculty who are contributors to the growth of student engagement.

Dr. Hansen stated that during this year would probably be a good time to discuss the reorganization of our college, possibly with schools of related disciplines within the college, since he will be retiring sometime next summer. He asked departments to start having discussions as to which departments are most akin.

Dr. Hansen announced that because tenured faculty are to be evaluated every two years, he will be sending an email with information and instructions for evaluating department chairs. This will involve consulting

with each department. He stated that since this will be his last year, it will give the new dean a chance to have a year of his or her own observations before having to do department chair evaluations.

6. Other

-Dr. Hudiburg wanted to share that PINs are given out by CAARS if students have GPA issues.

-Dr. Kittle noted that with the push for retention, based on data from ACT, raising our admission requirements would likely raise our retention rates. If student ACT scores are low, the likelihood of failure is that much greater.

The meeting adjourned at 9:18 a.m.



50th Anniversary of the Desegregation of UNA

(September 11, 1963 – September 11, 2013)

In commemoration of the 50th anniversary of the desegregation of UNA, a series of community, university and academic events will be held on campus and throughout the region. These proposed events are designed to acknowledge the achievements of alumni, community members and others involved in this milestone and provide opportunities for interaction between the community, student body and the historical community.

Wednesday, September 11

- Fall Convocation, 11:00 a.m., Norton Auditorium
- Desegregation Roundtable, 4:00 p.m., GUC Performance Center
- Civil Rights Documentary, 7:00 p.m., Communications Building 133

Thursday, September 12

- Celebration of Diversity Breakfast, 7:30 a.m., GUC Banquet Halls
 - Individual Tickets are \$15. All proceeds will benefit UNA's minority scholarship programs. Email ticket requests to history@una.edu

*table 9
for \$100.00*

Friday, September 13 *Grad. Student Conf.*

- Desegregation Conference Panels, 10:30 a.m., 1:15 and 2:45 p.m., GUC Loft
- Conference Luncheon with Dr. Wayne Flynt, Noon, GUC Banquet Halls
 - The public is invited, and there is no charge for registration. *Register for luncheon*
 - Register online at www.una.edu/history/desegregation.html

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University of NORTH ALABAMA
Department of History and Political Science

Constitution Day

“Founding and the Constitution”

Tim Collins, Ph.D.

Tuesday, September 17, 2013
12:30-1:30 p.m.

Stone Lodge, UNA Campus

Please feel free to bring a sack lunch and
join us for this event.

