**Department Chair Meeting Minutes**

**College of Arts and Sciences**

**February 26, 2013**

The meeting was called to order at 8:00 a.m. on Tuesday, February 26, 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. Jim Martin for Dr. Gregory Pitts, Mr. Wayne Bergeron, Dr. Larry Adams, Dr. Bob Garfrerick, Dr. Claudia Vance, Dr. Francis Koti, Dr. Christopher Maynard, Dr. Cindy Stenger, LTC Mike Snyder, Dr. David McCullough, Dr. Brenda Webb, Dr. Richard Hudiburg, Dr. Joy Borah, and Dr. Jerri Bullard. Debbie Tubbs took the minutes.

Dr. Hansen recognized Dr. Jim Martin as proxy for Dr. Pitts and Ron Davis as a resource person for DDEP curriculum proposal.

1. **Barbie Hampel - College Development Gift Officer for the College of Arts & Science**s. Dr. Hansen introduced Barbie and the department chairs introduced themselves to her. She discussed the department chairs’ important role in the donor process and asked for their help in inviting her to their events and introducing her to their alumni. She shared with them the importance of sharing with current students how donor dollars help them in their education and to show them the importance of giving back to their university. She discussed the new science building and the naming opportunities associated with it. There was discussion regarding spendable dollars and meeting with each department to find out their individual needs. She asked to meet with each department and asked them to either call her (5082) or email her ([bhampel@una.ed](mailto:bhampel@una.ed)). Dr. Hansen stated he would like to get the department chairs in the sciences together with Barbie and him to discuss the future science building. He thanked Barbie for coming to the meeting and sharing information and ideas.

2. **Approval of Minutes from February 12, 2013**. The minutes were approved by consensus.

Dr. Hansen asked to skip to agenda item four.

4. **Curriculum Change Proposals from the Department of Mathematics.** Dr. Stenger made a motion to revise the current preprofessional engineering program to include a 3+2 Dual Degree Engineering Program (DDE) and the motion was seconded. During discussion Mr. Davis shared his background and explained that the three schools that we are looking to partner with (Georgia Tech, UAH, Tennessee State) and the three departments identified that would accept reverse credit (Mathematics, Chemistry/IH, Biology, and CSCIS) and other possible schools were suggested. The proposal was adopted.

Dr. Stenger made a motion to add a new course, EG 100 (3) Introduction to Engineering and the motion was seconded, discussed, and adopted.

3. **Curriculum Change Proposal from the Department of Geography**. Dr. Koti made a motion to inactivate GE 226 and GE 326. The motion was seconded, discussed, and adopted.

Dr. Koti made a motion to add GE 384 to the Geography core of required courses for the major and to add GE 325 as a prerequisite to GE 384. The motion was seconded, discussed, and adopted.

Dr. Koti made as motion to delete the course fee, change the course name, and remove a prerequisite (GE 454) for GE 484, new title *Applied Geospatial Analysis*, and the motion was seconded. During discussion Dr. Koti explained that this course had been brought before this group in January and approved with its original title. Before it went before the Curriculum Committee, Dr. Koti asked to pull that proposal because the faculty member wished to change the course title to more appropriate reflect the current instructional approach. The proposal was adopted.

Dr. Koti made a motion to revise the GIS Certificate program by deleting GE 497 and adding GE 487. The motion was seconded, discussed, and adopted.

5. **General Studies Committee Resolution**. Dr. Hansen read to the group the *Be it resolved* portion of the resolution and the entire document is pasted below for reference.

**Faculty Sub-committee of the Dept. Chairs of the College of Arts and Sciences concerning**

**Compliance with the ARTICULATION AND GENERAL STUDIES COMMITTEE** (**AGSC) Statewide Articulation Agreement**

**Proposed: 19 February, 2013**

**Amended:**

**Accepted or Rejected:**

**Whereas** the Faculty Sub-committee of the Dept. Chairs of the College of Arts and Sciences has conducted extensive study and discussion of UNA compliance with the statewide ARTICULATION AND GENERAL STUDIES COMMITTEE (AGSC) agreement in Areas II and IV,

**And whereas** resolution but not consensus has been reached,

**And whereas**, the Faculty Sub-committee of the Dept. Chairs of the College of Arts and Sciences has determined that compliance with AGSC is an issue greater than the immediate concerns of the College of Arts and Sciences and its individual departments,

**And whereas** the University is currently engaged in developing new core competencies and strategic planning to include the General Education component of the University curriculum,

**Be it resolved** that we, the Faculty Sub-committee of the Dept. Chairs of the College of Arts and Sciences, endorse in principle by a vote of eight (8) to one (1) the idea of the University of North Alabama coming into compliance with the AGSC agreement to include a requirement for a Fine Arts course, and suggest such changes should be made at the University community level to include consideration of all impacted constituencies in accordance with existing shared governance policies.

6. **Report from COAD.** The following topics were among those discussed at the February 25 meeting:

-Graduate Admissions and Russ Darracott

-Commencement

-Transient Approval Policy (Dr. Hansen asked this group to be thinking of how to handle student requests that come in while faculty and department chairs are off between semesters/terms).

-DL Workshops for Summer Courses

9. Other

-Reminder that requests for advertising for adjuncts for summer and fall were due by noon

-Request that the dean’s office find out when roll-over money will be returned to budgets

Meeting adjourned: 9:27 a.m.