

**Department Chair**  
**Meeting Minutes**  
**College of Arts and Sciences**  
**June 2, 2015**

The meeting was called to order by Dr. Carmen Burkhalter. Those present were: Dr. Carmen Burkhalter, Dr. Christopher Maynard, Dr. Yaschica Williams, Dr. Francis Koti, Dr. Bob Garfrerick, Dr. Claudia Vance, Dr. Brent Olive, Dr. Greg Pitts, Dr. David McCullough, Dr. Jerri Bullard, Ms. Chiong- Yiao Chen, Dr. Tom Haggerty, Dr. Richard Hudiburg, Dr. Cindy Stenger, Dr. Cynthia Burkhead, Dr. Joy Borah, Dr. Brenda Webb, Dr. Jeffrey Bibbee and LTC Cochran Pruett.

- 1. Approval of Minutes from April 28, 2015.** The minutes were approved by consensus.
- 2. COAD Report.** Dr. Maynard reported that COAD has approved a request for a student to be able to add a second degree. For example, a student could simultaneously earn a B.A. and a B.S.W. This request will go before the UCC committee during the fall semester.
- 3. Soar Classes Available to Freshman:** There is concern that those students attending later SOAR sessions won't have classes still open for enrollment. The Dean discussed the possibility of setting artificial low caps on certain freshman level classes. For each SOAR session, departments could raise the cap. COAD has requested waitlists in Banner. Lisa Burton is exploring this.
- 4. Center for Sustainability:** The Dean said this item would be on the next UCC agenda. She had Dr. Webb explain the center's purpose. The Chairs voted to support the proposal for the Center for Sustainability.
- 5. Summer School:** Dr. Bullard reported that the undergraduate CHP is down, but the graduate CHP is up compared to last year. Dr. Maynard discussed the fact that if a department loses money, they will need to cover the loss out of their department budget.