

**COLLEGE OF LIBERAL ARTS
DEPARTMENT HEADS' MEETING
February 4, 2013
1:00 p.m. in Solms 106**

Present: Laura Barrett, Mark Finlay, Tom Cato, Michael Price, Daniel Skidmore-Hess, David Wheeler, and Yassi Saadatmand.

AGENDA:

1. Enrollments & Programs

The group discussed making sure certain courses are offered in the evening flex-term courses enabling the university to offer the Associates of Arts to those students. There will be an evening QEP course that will last the whole 15 weeks.

The Liberal Studies major is moving ahead with the process of offering three new tracks: Sociology, Philosophy, and International Affairs.

The Economics department is exploring the idea of offering a bachelor's of Business Economics. And the college is exploring the possibilities of a minor in tourism and a certificate in Graphic Design.

2. Online courses

Dr. Barrett announced that the spring course enrollment were down and so were the university's applications. The group discussed the possibility of creating a language institute that would include a two year ESL program. Dr. Barrett will discuss the idea with Jim Anderson.

All faculty teaching an online course will need to have E-teaching status by Spring 2014. Dr. Barrett will inform each department of their faculty who have already completed the course. The summer teaching fellows program is uncertain for this summer. There will definitely be a fall 2013 teaching fellows program.

3. Update on Searches

The group updated Dr. Barrett on each of their individual searches. Dr. Barrett explained that tenure-track faculty and permanent instructors would receive new computers from the university. Computers for full-time temporary faculty will need to be covered by the department. Dr. Barrett asked the departments to let her know if they need help with funding for the computers.

4. A Moveable Feast

The Moveable Feast will take start next fall and lasting until the following spring. The college is working on finding sites within the community and the faculty to give the lectures. The last event of the series will be held at Armstrong.

5. Online Revenue Sharing

In theory the college should receive money for their share of the online revenue profit.

6. Other Funds to support early summer research

Operation budget can be used to support summer research. The faculty will need to know very soon if the funding will be available so summer schedules can be altered. The funds will need to be distributed this fiscal year.

The group asked about the possibilities of advanced scholarly leave. Dr. Barrett said that there is a possibility of advanced scholarly leave in the future and that Dr. Winterhalter should take the lead as the director of Faculty Development.

Respectfully Submitted,

Tori F. Hatfield