

COLLEGE OF ARTS & SCIENCES
DEPARTMENT HEADS MINUTES
Tuesday, April 16, 2002
Hawes 209, 2:30 p.m.

Present: Deans E. Wheeler and H. Harris, Drs. G. Martin, B. Parham, M. Price, J. Brawner, Y. Saadatmand, T. Cato, D. Murphy, K. Bennett, R. Williams, M. Finlay, D. Nordquist, and J. Awong-Taylor for K. Relyea. Also G. Anderson and LTC J. Handley.

Discussion Focus: Technology, Teaching and Learning, Arts & Sciences

Each department reported on its experience using technology to enhance teaching/learning efforts. Department heads were asked to think about whether we have optimal support in place to encourage productive use technology for these purposes and, if not, what this support would be.

1. Return to Learning Cohorts (Drs. Brawner, Price and Parham)

Greg Anderson will be organizing as many as five cohorts of freshman students during the CHAOS sessions this summer. Our goal in this effort is to have a positive effect on retention rates by helping students build connections to each other and the institution. As resources permit, we will also work to make sure that these students are aware of the academic and personal support services available at the institution. The cohorts will share sections of math, history, and English composition, and arrangements have been made with the appropriate departments to hold seats for these students.

Two of the cohorts will consist of 10 minority students and, in addition to taking classes together, will meet weekly with Ms Lottie Scott and Dr. Michael Snowden. These cohorts are part of an experiment we are calling the (minority) Peer Group Program.

Three of the cohorts will consist of 25 students that will form an English composition class and share two other classes.

Recruitment for these cohorts will be done by mail prior to the CHAOS sessions. However, please make sure that the academic advisor at CHAOS from your department knows about the existence of the cohorts in case questions arise. Those questions should be directed to Dr. Michael Snowden, Mr. Greg Anderson, or Mr. Bill Kelso.

2. Fund-raising: College of Arts & Sciences

Because state support of universities continues to decline as a percentage of total budget, colleges are wise to make small steps toward learning to raise their own private funds. Wheeler handed out a sample letter he had written to AASU alumni soliciting contributions as he prefers this method over making phone calls. He asked department heads for two levels of input:

- (1) Notification if the department intends any communication with alumni that would include solicitation of funds.
- (2) Suggested improvements for the letter.

3. Other

Wheeler asked if there are other issues heads need to discuss as a group since we will not meet again until August. It was announced that the new FACE forms have just arrived on campus.

4. Relocation

The deans' offices will be moving on May 15 to Gamble 206.

5. Nurturing PSO Students

Greg Anderson will signal faculty members when PSO students are in their classroom. For faculty members who are so inclined, this will permit them to give extra encouragement to these students. The Honors program may try to sponsor a joint PSO-Honors event in the fall.

6. Meeting With Mid-Career Faculty Members:

Wheeler reported that he had an informal conversation with mid-career faculty members (Associate Professors) with the intent of better understanding how the College can provide support for this important group and hearing what issues are of primary concern for these faculty members.

7. Closing Remarks

Wheeler would welcome e-mails on the following issue:
If we hold a college-wide social event in the fall, what should it be?

Submitted by
Diane Sellers