

**COLLEGE OF ARTS & SCIENCES**  
**COUNCIL MEETING**  
**Tuesday, April 18, 2006**  
**4:00 p.m. in Solms 106**

**Present:** Jane Wong, Mark Finlay, Keith Douglass, David Wheeler, June Hopkins, Teresa Winterhalter, Nancy Remler, Yassi Saadatmand, Deanna Cross, Tom Cato, Lorrie Hoffman, Judy Awong-Taylor, Todd Hizer, and Sabrina Hessinger.

**Brief Report from each unit:**

**Keith Douglass**

- First search was successful; one more ongoing

**David Wheeler**

- Working on evaluation standards for FACE and promotion and tenure
- Working on curriculum revisions

**June Hopkins**

- Having serious issues regarding staffing for fall

**Teresa Winterhalter**

- Has staffing issues for Gender and Women's Studies
- Doing revision of a formal proposal for a major in Gender and Women's Studies

**Mark Finlay**

- Phi Kappa Phi ceremony was last weekend
- Optimistic about learning communities
- Some curriculum proposals are on verge of going "up" or "down"

**Todd Hizer**

- Department head search has been extended
- He has learned a lot at department heads meetings during his tenure
- He explained that because of heavy student enrollments in upper division chemistry labs, the department will examine the possibility of combining the lab work of two different classes into one lab session.

**Judy Awong-Taylor**

- Scott Mateer and Brett Feske (chemistry) are hosting a Biocatalyst Symposium as part of their Molecular Biology and Biochemistry courses. They're inviting a top guy from the University of Florida as guest speaker.
- Have three vacant positions: One has been filled, one extended, and one hasn't started

**Lorrie Hoffman**

- Handed out information on “Results from Alternative to the Usual Math 1111.” Having some success integrating MATH 1111 with lab times to decrease the failure rate.
- Received her comprehensive review summary from Dennis Murphy. She will revise and send back to him.
- Nursing now accepting MATH 1001
- Drs. Budden, Hadavas and Hoffman just got a paper accepted today

**Nancy Remler**

- Looking at Honors Presidential scholarships this week
- Jonathan Roberts met with the Honors student officers to make preliminary plans for next year’s calendar

**Tom Cato**

- *Importance of Being Earnest* starts Thursday. Professor Pam Sears had to take on a lead role at the last minute.
- Youth orchestra
- Jazz Ensemble performance, April 27
- Annual Duke Ellington concert coming April 23
- Annual *Ed & Friends* POPS Concert, April 30
- BFA show
- Looking for more gallery space
- Completed search for Music Educator
- Search still ongoing for an Art Historian
- Summer camp in June for children ages 7-13
- Had a great outdoor festival recently

**Yassi Saadatmand**

- Conducting search to fill Andy Weinbach’s position
- Students presented papers with faculty at professional conferences
- One student received the Silver A award

**Deanna Cross**

- From the end of May to the first of July she will be busy working with her staff toward her transition into retirement
- Several searches still ongoing

**Sabrina Hessinger**

- Had meetings at the beginning of the semester with all faculty participating in PRISM. She has a summative report from it if anyone would like to see it.
- Took group to Ossabaw recently to work on creating an interdisciplinary course involving Ossabaw and the course curriculum is currently being developed collaboratively by K12 teachers and AASU faculty

## **Dick Nordquist**

- General Studies and MALPS are doing fine
- Central office sent back request to change name from General Studies to Liberal Studies

## **AGENDA**

### **1. Closing up searches and thinking about searches next year**

Ten have been successfully completed, eight are ongoing, and two have been closed without a hire. Be sure to complete Exhibits 7 and 8 from the Department Heads Handbook when a search is closed.

Heads met with Dr. Wheeler last fall and gave him a wish list regarding faculty positions. He prioritized faculty positions and submitted them to Dr. Thompson. When the next Vice President is appointed, hopefully he/she will go along with the prioritized list.

Dr. Cross said that once a search committee has made a final decision, they should contact the person as soon as possible; otherwise, they might lose the person to another institution.

### **2. Advising of student athletes**

Dr. Wilson had previously expressed concern that some student athletes were having their advisement holds removed by the Athletic Department. Dr. Wong will look into this and report back.

### **3. Summer school**

Have to cancel classes or pro-rate faculty salaries if enrollment is low. As a general rule of thumb, core classes should have at least 20 students; upper level – 12 if possible; and graduate classes – 10. Keep an eye on enrollments in case a decision needs to be made.

### **4. Fall semester**

Sometimes we have a crunch on certain core curriculum classes. Try to offer those classes during the summer to help alleviate this problem in the fall. Be sure to offer classes in the second minimester. Limit enrollment to half so students not enrolled during the first half of the semester could enroll in the second half. Remember your unit's commitments to the Weekend College.

**5. Arts & Sciences social event on April 23 – *The Importance of Being Earnest* and light dinner**

Departmental secretaries should have given all full-time and part-time faculty a flyer about the event. Reservations need to be made by 5:00 on Thursday, April 20.

**6. Reminder: Ideas for the capital campaign**

Dr. Wong needs ideas by Friday before graduation. So far she has four ideas that are not well developed yet.

**7. Honors Convocation**

There was discussion about last week's Honors Convocation. Particular concerns revolved around the low attendance by faculty and students, including awardees, and the need for more specific guidelines about awardees' dress code.

**8. Thanks to Drs. Cross, Douglass, Hizer, and Remler**

Dr. Wong thanked the following for their service to Armstrong:

- Deanna Cross who will retire this summer after 17 years at AASU
- Keith Douglass for stepping in as the interim head of psychology
- Todd Hizer for two years of service as interim head of chemistry/physics
- Nancy Remler for co-directing honors this past year, but who will return to the LLP department next year as a full-time faculty member

Respectfully submitted,

Diane Sellers