

**COLLEGE OF ARTS & SCIENCES
DEPARTMENT HEADS MEETING**

**October 13, 2004
3:30 p.m. in Solms 106**

Present: Ed Wheeler, Mark Finlay, Lorrie Hoffman, Yassi Saadatmand, Jane Wong, Tom Cato, Mike Price, Zaphon Wilson, Todd Hizer, Judy Awong-Taylor for Ken Relyea, Greg Anderson and Dick Nordquist.

Conversation: Review of 2004 Fall Start-Up, CHAOS, and Learning Communities

Several observations were made, but from several sources came the observation that we need to do a better job of presenting the core curriculum at CHAOS. One idea mentioned here and in other places is the notion of sending freshmen a 4–8 page mini-catalog just before they come to CHAOS.

1. Nordquist on Area F Meeting

- Students going from two year to four-year institutions are having problems with their classes being accepted by the four-year institutions.
- Students don't understand the core.
- Too many transfer students are having to take a lot more than 60 hours of core. "CAPP" will begin to catch the injustices.
- "MIFF" – when a student is attending three universities at the same time, he/she would only have to go through one school rather than three.
- Problems occur with early childhood education majors in Area F.
The bottom line for Arts and Sciences programs: When students transfer a completed Area F from a USG institution appropriate for their major, you must accept it in lieu of your own Area F. Specific course requirements from the AASU Area F may not be required of these transfers...unless the program has enough electives in its course of study to include these specific courses in those electives.

2. Liberty Center

Many changes there. AASU is moving off post and into a new building. Giesela Grant resigned effective Friday, October 15, and Joe Weaver will serve as interim director of the Liberty Center. We have primarily served spouses of military and area residents taking classes at the Liberty Center rather than actual military personnel. In the short run, please assist Joe Weaver when he requests a class at Liberty Center. When you feel the request is not wise or requires resources you do not have, give Wheeler a call.

3. Advisement: November 1 - 19

Each department has its own advisement traditions regarding appointments, etc. Advisors need to be available the first week until 6:00 p.m. *It is important to not only have advisors available, but also to have clear directions so that students can find them.*

Respectfully submitted,

Diane Sellers