

## ***Academic Chairs' Meeting***

February 23, 2009

HWC 2420, 3:00 p.m.

**Present:** Mary Balcer , Michael Ball, Liz Blue, Glenn Carlson, Orv Clark, Tim Cleary, Martha Einerson, Beth Gilbert, Suzanne Griffith, James Lane, Deb Nordgren, Cecilia Schrenker, Chad Scott , Nick Sloboda, Gloria Toivola, Greg Trudeau, Chris Markwood, Faith Hensrud, Sharon Sullivan, David Carroll.

### **1) Budget Update**

- The Governor was in Superior last week to address the budget issue and expressed his continuing commitment to education, including higher education and health care. His proposals include:
  - \$12 million increase to the UW System for tuition to assist students in income brackets under \$60,000.
  - Domestic Partnership benefits.
  - A statewide smoking ban
  - Zero dollars for pay plan for 2009-11 biennium. Pay raises effective June will be last until 2012.
  - The UW System could have \$174 million in cuts over the biennium, including a 1% cut in all non-federal funds.
- Still under travel restrictions—all faculty and staff must submit a Request to Travel form to their Cabinet Officer before undertaking any travel.
- Chancellor will continue providing budget updates as they become known to him.

2) **Engaging Departments Institute** – July 8-12, 2009, Philadelphia, PA, by AAC&U, funded through CETL. Interested Chairs should contact the Provost or Maria Cuzzo. Information can be found at [http://aacu.org/meetings/engaging\\_depts/index.cfm](http://aacu.org/meetings/engaging_depts/index.cfm).

3) **Overload Discussion** – Postponed until March 9 meeting. Discussion will center on when and how overloads are offered.

### **4) 2009-10 Class Schedule/Gen Ed Schedule**

- Deadline for inputting - February 20.
- Review course schedule and Gen Ed schedule to be sure they are spread throughout the day and week. The Provost will be reviewing them this week and will contact Chairs with recommendations for rescheduling if necessary.
- Room capacity needs to be looked at. Enrollments must fit size of classroom; classes with smaller enrollments may need to switch rooms with those with larger enrollments.
- Technology needs also must be considered.

### **5) Summer School - David Carroll**

- A Summer Session Task Force was formed in October 2008. Preliminary recommendations were finalized in November. (Handout discussed).
- Drafts of recommended and non-recommended courses for Summer 2009 were distributed. Recommendations were made based on guiding principles on page 2 of the first handout. Courses that were not recommended for regular on-campus offerings could possibly be run through CEE or DLC. Contact Faith Hensrud.
- Check sessions and times for conflicts; make necessary changes.

- If a course is offered, it must be committed to; if it fails to enroll sufficiently, courses may be prorated. Contract letters will have a statement to that effect.
  - Advertising and recruiting for approved courses can commence under the conditions stating above.
  - Questions about courses should be directed to David Carroll.
  - Library Staff will be unavailable after July 16 due to relocating to the renovated facility; necessary resources must be ordered early; electronic resources will be available.
  - Begin planning courses for next summer; committee anticipates setting schedule by end of September.
- 6) **Liberal Arts Lecture Series** - Juan Williams will be on campus March 10, 7:00 p.m., in Thorpe Langley Auditorium. Contact Debbie Seguin in RSC (Ext. 8244) for free tickets.
- 7) **CIPT Update**
- Continuing development of planning process and identifying priorities for strategically investing resources over next several years.
  - Process should be finalized in fall and will impact everything from department budgets, curriculum reviews, recruiting processes, capacity analysis.
  - Goal is to increase enrollment and to explore opportunities to help mitigate effects of budget cuts.
  - Developing common forms to be used for planning and reporting in all units.
- 8) **Deadlines/Reminders**
- Next Department Chair Meeting – **Monday, March 9, in RSC 111**
  - Leadership and Planning Retreat - Thursday Afternoon, May 21 and Friday, May 22. All unit heads will be involved; focus is on new planning and reporting documents. Department Chairs will be invited. Details will be sent when plans are finalized.
  - Summer Department Chair Meetings are being discussed. Tentative dates are:  
Last week in June  
Sometime in July or the first part of August
  - Spring Semester grades due – May 22, 12:00 noon
- 9) **Campus Events:**
- Hive Nights – Meet in RSC concourse at 8:30 p.m.
    - Wednesday, March 4
    - Thursday, April 2
    - Tuesday, April 28
  - Athletics - Saturday, February 28, 7:05 p.m.-Hockey Peters Cup Semifinal Playoffs – Yellowjackets vs. St. Norbert
  - Theatre Production:
    - February 27-28, 7:30 p.m. and March 1, 1:00 p.m., “Petite Rouge: A Cajun Red Riding Hood”, Manion Theatre
  - Music Department:
    - February 26, 7:30 p.m. - UW-S Symphonic Band Concert –Thorpe Langley
    - March 3, 7:30 p.m. - UW-S Acappella Choir – Thorpe Langley
    - March 10, 7:30 p.m - Brent Jones – Percussion Recital Series, Webb Hall
    - March 11, 7:30 p.m. - Rebecca Farmer – Senior Violin Recital, Webb Hall