

Council of Chairs' Meeting
Minutes
March 18, 2009

Attending: Swallow, Dunbar, Sandreczki (for Kilway), McDonald (for Koehler), Sturgeon, Blanton, Reckley (for Krause), Adegoke, Ebersole, Chen, Martin, Kruger, Fillion, Mirkin, Novak, Breyspraak

Not present: Koehler, Krause, Kilway, Mardikes

Dean's Office: Vorst, Stroik, Sandreczki, Vaught, Wilson

Guests: Troy Lillebo, Special Ast. To Chancellor, Doranne Hudson, Vst. Inst./Exec. In Residence Admin, Tom Bloch, Trustee

Discussed ways to engage the Trustees with the College; items suggested were internships, advisory boards, presentations from faculty, and invitations from departments to trustees to attend some of the community activities that departments are involved in.

Information:

Workshop on Nationally Competitive Scholarships & Fellowships – If you know students who might be interested, they should contact Dr. Linna Place (international@umkc.edu) to reserve their spot for the April 8th workshop, 2-4, HH 302.

Staff evaluations are due April 15, 2009 in the Dean's office.

UMKC Humanities Students – Free pizza and scavenger hunt at the Toy & Miniature Museum – learn about new volunteer and internship possibilities – March 31st, 4:30 – 6:30. RSVP to Assoc. Professor Jane Greer at greerj@umkc.edu.

Other:

Summer Advising: The Dean's office is aware of the need to support summer advising. To help get a better handle on what the needs are, Assoc. Dean Stroik asked chairs to submit a proposal for their departments for summer advisors. They are to include how many hours per week and a schedule as soon as possible. Once approved, the Dean's office will require that names and schedules be provided to the Dean's office and these will be shared with our A&S Advising office and with the Welcome Center. Advisors will need to be present during the posted hours so that we may send prospective students and their parents to them for information on the department. This process is important to our overall recruitment strategy. Dr. Ginny Blanton, Assoc. Chair, Department of English, expressed concerns regarding scheduling through the Welcome Center. She asked if they could notify the department when students and their families have not checked in on the dates that appointments with department advisers have been arranged.

GTA Offer Letters: Assoc. Dean Stroik reminded the chairs that all offer letters for GTA's are to be approved prior to extending offer.

Budget Reductions for Fall09 semester: We should know more about the budget situation and what cuts may be necessary by mid-to-late April when the Missouri legislature makes their

decisions on state funding. In the meantime, input from the faculty is necessary to put together possible spending cut scenarios for the next fiscal year with the hope that we will not need them. The Dean mentioned that she is attending all departmental faculty meetings (6 so far) asking for ideas from faculty on this important issue. There is a sub-committee of the Budget and Steering committee also looking at the possibilities that will make their recommendations to the Dean before the end of the semester.

Assoc. Dean Stroik asked chairs to review their course schedules for the Fall 09 semester and see how they can reduce the need for adjunct faculty. He suggested that one area to consider is enhancement courses, those courses that help improve the overall quality of the program but might be cancelled and/or delayed without interrupting the delivery of the program. It is understood that we will likely need to cut back on our adjuncts but that elimination of adjuncts was not possible.

Summer Teaching – Justification Forms Needed: Dean Vorst advised chairs that “as it stands” right now, HR requires that all faculty teaching in the summer will need justification forms completed and approved prior to the start of the summer session due the fact that summer payments are done via Additional Pay Forms. She and the other Dean’s have asked the Provost to work with HR to see if this requirement might be waived. Dean Vorst will keep chairs posted as more information develops.

Hispanic Youth Day: Assoc. Dean Vaught asked chairs for volunteers to attend the Hispanic Youth Day on April 9th. The event will begin at 9:00 and last for about 45 minutes.

DARS System: Assoc. Dean Vaught informed chairs that Becky Bergman, Director, A&S Advising will be holding training sessions for faculty this April & May. Dates and times will be announced as they are available.

Strategic Plan: Chairs’ Committees Reports:

Academic Program: Report given by Dr. Jim Sturgeon, Chair, Econ. Dept.
Dr. Sturgeon reported that the committee is still gathering information from departments regarding the proposed reforms and how they would be directly affected. All feedback from departments is available on the A&S Website for review.

Faculty & Funding: Report given by Assoc. Dean Wayne Vaught
The committee has been discussing faculty workloads and what the financial downturn may have on them. They are compiling a list of ideas which will be sent to department chairs for review and input. Assoc. Dean Vaught reported that if each faculty member taught one additional course it would save the College approximately 300,000 – 500,000. There was much discussion among the chairs expressing the pros/cons to a change in the workload. Dean Vorst suggested that a special meeting be called for further discussion about this topic.

Marketing: Report given by Assoc. Dean Tom Sandreczki
The committee is currently seeking alumni connections in the area of public relations. They would like to invite the alums to attend meetings to share ideas in publication and marketing.

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Last 10 Minutes:

Dr. Sturgeon had questions regarding the process of moving a non-regular faculty member into a ranked NTT position. He was advised that the department must establish the criteria for ranked faculty before they can be moved from non-ranked to a ranked title.