

Minutes
Council of Department Heads
Monthly Meeting
May 27, 2014 at 4:00pm
Auxiliary Services Conference Room

Members:

Darrell Ross (SA & CJ, Chair), Bob Gannon (Biology), Len Weld (Acct/Fin), Mark Smith (English), Barbie Radcliffe (Middle, Sec., Reading, and Deaf Ed.), Michael Schmidt (Art), Doug Farwell (Music), Fred Downing (Phil/Rel), Jim Peterson (Poli Sci), Jack Rainer (Psychology), Mizan Miah (Social Work), Reynaldo L. Martinez, Jr. (Adult & Career Ed.)

Guests:

Provost David Danahar, Sheri Gravett (Academic Affairs)

I. Welcome and Approval of April minutes

The April 22, 2014 meeting minutes were approved as submitted on a Weld / Schmidt motion.

II. The department heads all expressed great appreciation to Dr. Danahar for serving as Provost for the past year.

III. Dr. Sheri Gravett

Dr. Gravett discussed the following:

- A) Beginning with courses taken during Fall 2014 or after, students must pass ENGL 1101 and 1102 with a grade of C or better. Dr. Smith shared a handout that provides details of this new VSU policy.
- B) The new VP is planning a Deans, Directors, and Department Heads retreat on Tuesday, July 8 at 8:30am to 4:00pm at Drury Inn and Suites. Shared a handout with a tentative schedule for the day.
- C) Shared opening of the university schedule (handout).
- D) Is working on updating the department heads' manual this year.

IV. Business

- A. Nominations & Election for Council Secretary – Dr. Harrell was elected on a Miah / Smith motion.
- B. Nominations & Election for PBC Representative – Dr. Soady was elected on a Martinez / Weld motion.
- C. Nomination & Election for Council Vice Chair – Dr. Chatelain was elected on a Peterson / Downing motion.

V. Other

- A. Discussion related to the adverse effect of students missing class during the active shooter drill which was held this summer semester.
- B. Discussion related to responsibility and accountability of advisors.

VI. Adjourned at 4:45pm

VII. Next scheduled meeting on August 26, 2014.

Respectfully submitted,
Greg Harrell
5-28-14