

Council of Department Heads monthly meeting
October 25, 2016

Present: Edward Walker (Mng/Bus & Chair), Fred Downing (Phil/Rel), Darrell Ross (Soc/Anth/CJ), Robert Harding (POLs), Hollis Barnett (Art), Mark Borzi (Comm), Doug Farwell (Music), James Baxter (Chem), Greg Harrell (Math), Krishnendu Roy (Comp Sci), Ofelia Nikolova (Mod/Class Lang), Donna Sewell (Eng), Karin Roland (Econ/Fin), Ron Stunda (Acct), Reynaldo Martínez (Adult/Car Ed), Mizanur Miah (Soc Work), Linda Most (Library Sci), Corine Myers-Jennings (Comm Science/Disorders), Sonya Sanderson (Kinesiology), Kate Warner (Psych Counsel), LaGary Carter (Nursing), Chere Peguesse (Stud Success), Calvin Walker (Af Amer Studies).

Absent: Edward Chatelain (Physics), John Dunn (History), Robert Gannon (Biology), Aubrey Fowler, (Intl. Business), Barbara Radcliffe (Middle, Secondary Reading)

1. Meeting called to order at 4:03 pm by Edward Walker
2. Minutes approved unanimously
3. University Reports
 - a. Sheri Gravett discussed the matter of late student additions. Drop/delete indicates that students have not attended class at all; it's a matter of attendance. After first week, it should be withdrawal instead.
 - b. Dr. Gravett a requested change in Withdraw Passing policy was presented. If a student qualifies as for a withdrawal, it would be an unqualified withdrawal. A number of DH had questions regarding the limits, stipulations, and application of the current policy vs. proposed policy changes.
 - c. Lastly, Dr. Gravett presented proposed changes in the Absence Regulations, which would address the new realities of online education and further clarification of when students may be receive an excused absence for a university-sponsored activity.
 - d. Human Resources discussed work plans with new performance management system. Benefits and Welfare fair announced and new benefits.
 - i. Changes will be available for review via video, hard copy, and online.
4. Darrell Ross reported on the first meeting of the committee on department head evaluation.
 - a. Presentation of budget is available online (Moss)
5. Michael Schmidt distributed a handout and explained the VSU Leadership Academy, which will be offered on campus beginning at Spring 2017.
 - a. The DHs were also reminded to reacquaint themselves with the Dept. Head Handbook.
6. Dr. Linda Most asked about the conjunction of textbook information and course listing on Banner. Dr. Gravett explained that the bookstore is in the middle of transition toward Banner. Encouraged DHs to make sure faculty have book orders submitted on time.
7. Meeting concluded at 5:05 pm. Next meeting is November 29.

Respectfully submitted,

Robert C. Harding, Secretary