

RADFORD UNIVERSITY

College of Humanities and Behavioral Sciences

May 1, 2019

2:00 p.m. in CHBS 3030

Attendees: Matt Smith, Kim Gainer, Bill Kennan, Tanya Corbin, Beth Lyman, Sharon Roger Hepburn, Rosemary Guruswamy, Jeff Aspelmeier, Steve Owen, Robert Williams, Matthew Turner, Paul Thomas, Gloria Tuckwiller and Kerie Benson. Stacey Griffin served as recorder for the group.

Call to Order at 2:01pm

Minutes from 4/17/19 approved as written.

Reports:

- Interim Dean, Dr. Matthew J. Smith
 - There is a new endowed scholarship for Social Science.
 - Email to be sent to CHBS Seniors regarding graduation.
- Associate Dean, Dr. Kim Gainer
 - Faculty elections concluded.
- Executive Secretary, Ms. Stacey Griffin
 - FLAC:
 - Open for review of courses & salaries.
 - Deans Office to lock tomorrow.
 - Budget:
 - Close out in progress – Kudos to CHBS from Mary Weeks.
- Assistant to the Dean, Ms. Kerie Benson
 - Deans Scholar website to be updated.
 - Room scheduling issues discussion.
- Director of Advising, Ms. Gloria Tuckwiller
 - Commencement email has been sent regarding name cards and/or tassels.
 - Bea Covington staff senate award to Allison McCoy.
 - New academic suspension policy has an appeal procedure. CHBS needs to create a committee to review appeals June 5th and June 7th.

Old Business

- Summer enrollments to be reviewed by departments.
- Strategic Plan Progress Report due May 15th.
 - Google drive email link to be resent.

New Business

- Brochures—Dr. Sharon Roger Hepburn.
 - Two templates available to be sent out for review and guidance for updating.
 - Sarah B. available to help departments as needed.
- Dean's Scholars criteria discussion.
- With RuC additional faculty will there be any increase to the base budget.
- ChromeRiver discussion.
- Post-Mortem of the semester/year TBD.

For the Good of the Order

- Summer hours
 - Dean's office to be open to cover 4-5.
 - Will be requesting dept. admins to each cover a week this summer.
- Policy of eligibility for first time teaching online to be reviewed.

Adjourned at 3:32pm

Nota Bene

Commencement Reception on Saturday, May 11 @ 8:30 a.m.

CHBS Leadership Team Post-Mortem Meeting TBD