

# RADFORD UNIVERSITY

## College of Humanities and Behavioral Sciences

October 23, 2019

Attendees: Matt Smith, Isaac Van Patten, Sharon Roger Hepburn, Don Woods, Paul Thomas, Tanya Corbin, Sarah Hastings, Matthew Turner, Lisa Baker Webster, Gloria Tuckwiller, Robert Williams, Beth Lyman, Ellen Taylor, Kim Gainer, Jeff Aspelmeier and Kerie Benson. Stacey Griffin served as recorder for the group.

Call to Order at 2:01pm.

Minutes from October 9<sup>th</sup> 2019 approved as written (amended format bullet point).

### Reports:

- Interim Dean, Dr. Matthew J. Smith
  - Augustmester discontinued as of 2020.
  - Reminder State of the University address; Friday 10/25/19.
  - CORE 201 & 202 still need instructors.
  - Library has completed the final Journal list - 291 titles to be cancelled.
  - Career Closet is accepting donations.
  - Request for Programmatic updates noteworthy to share with Alumni Board meeting.
- Associate Dean, Dr. Kim Gainer
  - Open house – 4 CHBS faculty facilitate model class presentation to take place on Saturday 10/26/19.
  - Cell phone use in class discussed.
- Executive Secretary, Ms. Stacey Griffin
  - Reminder – Adjunct projections for Wintermester and Spring 2020 due Oct. 30<sup>th</sup> 2019.
  - Admin Halloween gathering – Thursday 10/31/19 from 11:30-1:30pm.
- Assistant to the Dean, Ms. Kerie Benson
  - Homecoming weekend begins this Friday 10/25/19.
  - Alumni village to take place on Saturday 10/26/19.
- Director of Advising, Ms. Gloria Tuckwiller
  - Last day to withdraw November 1<sup>st</sup>.

- First year achievers day November 5<sup>th</sup> 1:30-3pm Heth 14.
- Graduation need two name callers. One faculty marshal (Dr. Aspelmeier volunteered).  
By November 15<sup>th</sup>.
- Career Coach, Ms. Ellen Taylor
  - Jump Start, Career Development Conference – Saturday 11/2/19.
    - Keynote: Raven Solomon begins at 9am.

Old Business:

- Title IX Training
- Dean's Scholars Criteria—to include a clause on character (due December)
  - Five departments have completed.
  - Reminder due End of Fall 2019.
- Christopherson Business Travel discussion.

New Business:

- REAL Curriculum update discussion.

For the Good of the Order:

- Concern regarding Registrars Office.
  - Time to process RG32s
  - Delay with knowing/correcting class rooms, times and locations.
- Schedule grid for Fall 2020 anticipated for mid-November 2019.
- Provost Search update:
  - Applications to close November 1<sup>st</sup>.
  - 55 applicants.
  - November 12<sup>th</sup> & 13<sup>th</sup> slated for airport interviews.

Adjourned at 3:49pm

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CHBS Alumni Awards, Friday, October 25 @ 5:00 p.m.

Donuts with the Dean, Thursday, October 31 @ 8-10 a.m.

CHBS Leadership Team Meeting, Wednesday, November 6 @ 2:00 p.m.