

**Council of Department Chairs
College of the Sciences, Central Washington University
Regular Meeting, November 2, 2006
10:30 a.m., Science 301**

Attending:

Anderson, Penny - Anthropology	Montgomery, Aaron - Mathematics
Darda, David - Biology	Palmquist, Bruce - Physics/Science Education
Ely, Lisa L. - Geology	Schaefer, Todd - Political Science
Johnson, Kirk A. – Sociology Chair and Associate Dean	Schwing, James L. - Computer Science
Kuhlken, Robert T. - Geography	Stein, Stephanie - Psychology
Kurtz, Martha J. – Chemistry and Science Education	Reimund, Mary Ellen - Law and Justice
Miller, M. Meghan, Dean	

Minutes of October 5 and October 9

The October 5 and October 19, 2006, minutes were approved as revised.

Department Reports:

- David Darda, Stephanie Stein, and Mary Ellen Reimund reported orally the news recorded in the minutes from October 19, 2006.

Robert F. Kennedy, Jr.

Meghan reminded the chairs that Robert F. Kennedy, Jr. would be on stage in McConnell Auditorium at 7:30 p.m. November 2.

Excellence in Teaching Award

The chairs were reminded that Andrew Downs, Psychology Department would receive the Excellence in Teaching Award at noon in Sue Lombard Hall Friday, November 3.

Distinguished Alumnus Award

As part of the 2006 homecoming activities Ron Sims, psychology graduate, would be given the Distinguished Alumnus award at a banquet to be held at 6:00 p.m. in Tunstall Dining Hall. Judy Couture will call Tippy Cooper, Alumni Development, and ask her to add Stephanie Stein to the list of people who will be attending the banquet.

Associate Dean Search Committee

The following faculty have agreed to serve on the search committee for an associate dean for resource development:

- Anne Johansen (chair)
- Rodrigo Murataya
- Lisa Ely
- Rob Brammer
- Steve Wagner

Development Event

On November 16 Cots interdisciplinary program directors will give synopses of two or three faculty/student research projects. Meghan asked for suggestions of research projects to be cited.

Instruction/Research Equipment Grants

Meghan circulated a proposal for a call for equipment requests in COTS with a proposed December 1 due date for proposals. She asked for nominations of faculty to review the proposals and asked for confirmation that it would be feasible to review the proposals during finals week. The chairs felt that this wouldn't conflict with finals week activities. It was suggested that there should be four faculty members with one faculty member rotating off each proposal. The chairs will consider faculty members for this project.

College Personnel Committee

Meghan distributed a draft ballot for the College Personnel Committee. There will be 3 faculty and one alternate. The ballot was limited because of constraints of selecting faculty who aren't members of other personnel committees.

Social Science Speaker Series

Hong Xiao is in the process of setting up a social science speaker series along the concept of the existing natural science speaker series. Thursdays at 4:00 p.m. has the fewest conflicts with social science classes. Hong will attempt to set up speakers for January, February, April and May.

Faculty Sick Leave

The latest direction on faculty sick leave is that the form should be filled out only when missing a scheduled appointment. Michael Chinn is working on a form.

Notices on Personnel Deadlines

The dean will be advising faculty of deadlines for reappointment to a second tenure-track year, tenure, post-tenure review per the Collective Bargaining Agreement. Notices will also go to faculty technically eligible faculty, a deadline not required by the Collective Bargaining Agreement but referenced in the Academic Calendar. Meghan noted that tenure and promotion to the rank of associate professor are linked, but promotion from associate professor to full professor are not linked in the Collective Bargaining Agreement. Promotion to Professor requires five years in rank at Central Washington University, so associate professors with a four-year probationary period won't be eligible for promotion. Faculty who are technically eligible for promotion to associate professor because previous experience was cited in their contract should be aware that if their application fails after department review, they would not be eligible for reemployment.

Student Credit Hour Data

Kirk Johnson circulated 2006-06 faculty loads that included student credit-hour data. He asked the chairs to check to be sure that the instructors listed are correct for each course. He suggested that the chairs keep this because it may be useful when requesting resources in the future.

NCATE

The chairs discussed the coordination of OSPI and NCATE visits in may and again reviewed the list of likely questions.

Next Meeting

The chairs agreed to meet November 9 instead of November 16. Those chairs who cannot attend were asked to send an alternate.

Next Friday Fext

The next Friday Fest will be Friday, November 17, 5-7 p.m.

Dean's Schedule

Meghan will be gone November 14-20 (Development Activities)

Attachments

- Draft minutes of October 5 and October 19
- Draft post-tenure review list
- Draft Personnel Committee Ballot
- Friday Fest Schedule