

Council of Chair's Retreat
Tuesday, August 14, 2007
8:30 AM to 3:00 PM
102 Main Building

The meeting began at 8:30 AM.

1. Dean Hoch updated the department chairs on College business:
 - The College's budget was reviewed.
 - Dean Hoch reported that over the summer Provost Subbaswamy allocated four additional faculty lines to the College. The College will undertake a total of 26 faculty searches during the upcoming academic year.
 - The University's top new building priority is a science research building, which will directly affect A&S departments Chemistry, Biology, and Physics-Astronomy.
 - The College received additional funds over the summer to increase its teaching assistant stipends in nine departments. The funds have brought all nine departments to 90-100 percent of the benchmark average. The College will continue to lobby for additional funds to increase stipend levels for the remaining 7 departments.
 - The average faculty salary raise this year was 3.5 percent; an additional 1.5 percent is to be allocated January 1, 2008. Dean Hoch has yet to receive instructions from Provost Subbaswamy as to how the additional 1.5 percent is to be distributed.
 - Last spring the College's Executive Committee funded two cluster hire proposals – (1) materials and nanoscience and (2) migration. In doing so, the Executive Committee recognized that the College might have to suspend the Cluster Hire RFP for AY08 depending on the budget.
 - The go-live date for the College's webpage has been delayed until the first of the year due to staff turnover. As a result of the delay, work will begin on additional departmental websites.
 - Beginning this year all incoming assistant professors will receive an additional \$7,000 in either summer salary or research funding for summer 2008. The College hopes to make this an annual allocation for all new assistant professors.
 - On Friday, August 17 the Dean's Office will hold a new faculty orientation for 35 new colleagues.
 - Assistant Dean Pica announced that this academic year the Dean's Office will begin a review of all departmental current expense budgets.
 - Associate Dean Bachas introduced the College's new grants officer, Vicki Bryan.
2. The Chairs reviewed the College's strategic plan. The major initiatives the College plans to undertake between AY08 and AY12 include the creation of three new departments – Department of Gender and Women's Studies; Department of Linguistics; and Department of Africana Studies. The plan also outlines three main targeted areas of investment, which include the Study

of Risk-related Behaviors; Biological-related Sciences; and Materials and Nanoscience. The College also plans to allocate resources towards internationalizing the College.

3. Dean Hoch discussed the College goals for AY08.

- The College plans to develop a set of policies targeted at associate professors that will facilitate faculty achieving the rank of professor within 6 years after being tenured.
- One of the University's top priorities for AY08 is to improve the University's retention and graduation rates. To that end, the College has hired 10 additional academic advisors to be embedded in the College's 16 departments. Assistant Dean Noe presented the College's current retention and graduation data. Assistant Dean McMahan went over a DRAFT document outlining the new DUS and advisor responsibilities. Input was sought. Charly Carlson suggested adding a bullet point under the DUS responsibilities that the DUS be the point person within the department for the professional advisor(s) and be responsible for facilitating the departmental relationship with the advisor(s). Dean Hoch asked that each department formally introduce the advisor to the department.
- The Dean announced that the Provost has mandated that all midterm grades be recorded for all undergraduate courses.
- The Chairs brainstormed ways in which to facilitate improving undergraduate pedagogy in the College.
- Associate Dean Bachas facilitated a discussion on how the College could strengthen faculty research. Ana Rueda mentioned that her department has a Grant Writing Committee in which faculty come together to workshop grant proposals.
- A top priority of the College for AY08 is the recruitment of a diverse faculty. The Dean reviewed a memorandum that was sent to department chairs on June 18, 2007 that listed databases search committees could use to identify potential candidates. He also announced that the College would entertain special opportunity hires this academic year.
- Assistant Dean McMahan announced that the College would host its first Career Week this year (November 5-9). She also outlined the AY08 goals for the A&S Career Office.
- Assistant Dean Pica discussed that his office will focus on improving staff recruitment and retention.
- The Dean began a discussion how best to revise the faculty DOE policy.
- Associate Dean Harling announced that beginning this year it is the expectation that each department will implement a formal mentoring program for their assistant professors, and that department chairs are to report back to Associate Dean Harling by November outlining the mentoring programs they have put in place.

4. Dean Hoch called for any new business. None was offered.

The retreat ended at 3:00 PM.