

Department Head Meeting
September 3, 2019
2:30 – 3:30 PM
Pamplin 1028

Attending:

Carlson, Kevin
Bagchi, Rajesh
Russell, Robin
McGehee, Nancy
Maher, John
Singal, Vijay
Gnyawali, Devi

Recording Secretary:

Chelsea Keating

Kevin Carlson called the meeting to order and reviewed the Promotion and Tenure timeline and the Annual Review and 2nd and 4th Year Review timeline. The schedule for conducting honorific reviews will be distributed at the next Honorifics Committee meeting.

Carlson asked the committee to review the Assurance of Learning for Communication Skills update. Though the results appear to have dropped, this is actually due to better training of our raters. The committee shared concerns about the possible implications this report could have if viewed or distributed without an explanation of the cause. Carlson assured the committee that this will not be a problem. The AOL Committee and departments will work on an action plan to improve the scores. The departments of English and Communications have offered assistance which will be helpful with implementation.

Carlson lead a discussion about a series of minor edits to current Pamplin policies and announced that the Faculty Honorifics and Awards Committee will meet to discuss the proposed added verbiage in Policy 470 (Pamplin Honorifics Policy) to allow Collegiate faculty and Professors of Practice to be awarded honorifics.

Carlson updated the committee on the Strategic and Implementation Plans and advised that the Academic Committee will review three initiatives per week.

Action Items:

- Chelsea to send out Promotion and Tenure Timeline
- Chelsea to send out the Annual Review / 2nd and 4th Year Review Timeline
- Committee to review minor edits to Policies 140, 415, 420, 421, 430, 440, 480, 495 and the newly added language to Policy 470.