Agenda
Academic Department Heads Meeting
March 7, 2012
7:45 a.m., LHH 222

1. Visit by President Foster - Honors programming – returning for discussion on 4/4

2. Updates:
   a. Higher Learning Commission – information/data requests:
      1) Student projects - R drive Department Head folder will have subfolder for Student
         Projects for narrative and spreadsheet for AY 2010-11; due February 28
         - Include research support for faculty-sponsored student research projects
      2) Travel funds projects - R drive Department Head folder will have subfolder
         for Travel for narrative and spreadsheet for AY 2010-11; due February 28
      3) Full-time faculty vitas and course syllabus audit; lecturers' vita requests due March 31
      4) Civic engagement???
      5) Course comparability – on-going through spring – be ready to begin
         discussion of current draft (attached)
   b. Program sheet and catalog updates - due dates:
      1) Program sheets - no curriculum changes:  to depts., 2/17; response, 2/29
      2) Program sheets – w/ curriculum changes:  to depts., 3/2; response, 3/27
      3) Catalog - programs of study section:  to depts., 4/27; response, 5/15
      4) Two-Year Course Matrix:  to depts., 2/17; response, 3/30
   c. Talking about Teaching:  Ken Bain – August 9/10
   d. ISEP faculty liaison for each department

3. Proposed changes to CMU’s admissions standards for first-time, baccalaureate-seeking students

4. CCHE Faculty to Faculty (Steve Werman)

5. High School Scholars Faculty Workshop (April 27) (Heather Exby)

6. Program approval and program review
   a. Draft – new program approval criteria (attached):
      1) Update on Credit Hour Policy draft (most recent draft attached)
      2) Alternative delivery policy requirements (Source:  Higher Learning Commission)
      3) Student Learning Outcomes (Note:  Differentiating learning outcomes by degree level
         required (HLC criteria 3.A.1-3))
         a) Campus-wide SLOs
         b) Program-level SLOs:
   b. Draft – Program review cycle and process to integrate assessment (Note:  Commitment to
      ongoing assessment and use of results (HLC criteria 4.B.1-4)) (Attached-2)

7. Lecturer evaluation process – see message begun by Tim Pinnow on 3/2

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Upcoming Activities/Due Dates:
  March 2 (Friday) - Faculty evaluations due to AA
  March 20 (Wednesday), 7:45 a.m., LHH 222 – next meeting
  March 16 (Friday) - Academic department head and director evaluations due to AA
  March 19 – 22 - Optional 8 week Early Alert reporting (delayed due to spring break)
  April 25, 2012 (Wednesday) – Student Showcase
  April 27, 2012 (Friday) – High School Scholars Faculty Workshop

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