

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

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
