

Agenda
Academic Department Heads Meeting
April 18, 2012
7:45 a.m., LHH 222

1. Discussion of faculty members nominated for exemplary recognition
2. Multi-year Instructor Contracts
3. Program Review Process and External Reviewer Summary Form (Steve Werman)
4. Course comparability – developing implementation processes; see 4/6 update from Morgan
5. New Syllabus Entries for Fall 2012:
 - a. Credit Hour Policy – suggested language: “An undergraduate student should expect to spend on this course a minimum of two hours outside the classroom for every hour in the classroom. More details are available from the faculty member or department office.”
 - b. Program Student Learning Outcomes on course syllabi by Spring 2013?
 - AACU – Essential Learning Outcomes Handout
6. Student Successes in State, Regional, and National Competitions
7. Name readers at Commencement
8. Certifications

Upcoming Activities/Due Dates:

April 18 (Wednesday), 7:45 a.m., LHH 222 – meeting for **academic department heads only**
April 25, 2012 (Wednesday) – Student Showcase
April 27, 2012 (Friday) – High School Scholars Faculty Workshop
