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

******************************************************************************