

AGENDA
Council of Chairs
April 26, 2012
Goodwin Forum
Meeting Time: 10:00 – 12:00

1. Announcements

- a. **Textbooks** – deans have been asked to work with departments to fill orders that were not received in time for the class schedule. Next year we will begin enforcing this sooner so that we can get most of the text into the schedule before registration begins.
- b. **Retention and Graduation Rates.** The one-year retention rate was 73.8%, down from 74% the previous year. Over the last ten years it has varied between a low of 70.8 % and a high of 76.4%. Our six-year graduation rate went up to 41% from 37% the previous year. This continues to put Humboldt toward the bottom when compared with other CSUs. See the attached comparison.
- c. **Online Faculty and Student Guides to Moodle.** Moodle support has developed a video course for faculty. All new faculty and students will be automatically registered.
- d. **Scheduling.** Once again, I am looking at scheduling. The plan is to review data this summer, discuss and agree upon changes during fall and early spring of 2012/13 in time to implement for fall 2013. The project will focus on improving students' access to classes.
- e. **The Student Success Institute** – please register

2. Topic: Degree Map Milestones

Attachment: *Hardwiring Student Success*. For the meeting, look at pp. 106 – 125.

Background: We have talked before about building mandatory milestones and benchmarks into majors. There are two reasons for this. The most important is student success. Mandatory milestones and benchmarks help students define satisfactory progress in the major. (We will build these for all-university requirements as well.) They also help students start thinking about different degree options sooner. Because students often switch majors, it helps to have structures in place that let them know when they are off track in their major field of study. The second and less important reason for mandatory milestones and benchmarks are to control program size. This is important for higher-cost programs and those programs experiencing significant growth. The Senate is currently considering a policy on this issue.

Action: Discuss the issue.

3. Topic: Tenure-Track Position Requests

Attachment: None

Background: We are planning on approving around twenty tenure-track searches for next year. This is considerably more than we have done in the past and that number may change if the budget situation deteriorates next year. Given the changing demographics of our student body, it is critical that we take this opportunity to do everything we can to diversify the faculty. A range of options will be presented for discussion.

Action: Discuss and provide input on options.

4. Topic: Department Chair and Administrative Assistant Workload

Attachment: None

Background: We began this discussion last time but did not have enough time. What I would like are specific suggestions on how to help manage this issue. For example, ITS is looking at document management. If we could better manage document workflow we might be able to reduce the workload significantly.

Action: Present and discuss options.