

DEPARTMENT CHAIR MEETING AGENDA

Date: December 3, 2013

Time: 12:30-1:50 CO 103

Agenda Topic	Desired Outcome	Facilitator/s	Time	Follow up Notes
Inspire: Putting out fires: literally	<ul style="list-style-type: none">• Increase awareness in campus safety• Inform chairs of effective use of fire extinguishers	Mike Grillo	12:30-12:40	
Teach: Putting out more fires: Tis the season for complaints	<ul style="list-style-type: none">• Review complaint and grievance processes• Increase awareness of resources for faculty and students	David Belman	12:40-12:55	
Learn: Catching Fire: Revamping Student Services	<ul style="list-style-type: none">• Orient faculty to the changes in student services with the implementation of the Student Success Act.	Jeffrey Benford	12:55-1:15	
Succeed: Stoking the Fire: Ed planning and priority registration	<ul style="list-style-type: none">• Inform chairs of electronic ed plan process and new priority registration protocols	Robin Armour	1:15-1:30	
Lead: Fanning the flames: PDAC- professional development	<ul style="list-style-type: none">• Inform chairs of new professional development process.	Ruth Goodin/ Mary Oleson	1:30-1:45	
Announcements			1:45-1:50	