

Minutes
HSS Department Chairs Meeting
Wednesday, April 8, 2009
4:00 p.m. CN 233

1. *Dean's Council Item*
 - a. Housing
 - b. Program Discontinuance – changes to proposed policy handout
 - c. 10 year Department Data
 - d. New Grants Officer Bill O'Neill, all PI's contact him about current grants
 - e. Summer enrollment up as well as Fall enrollment up
 - f. New curriculum that was approved by the deans or placed on hold
 - g. 5 year HSS Academic Program Review from University Committee
2. *HSS Senators: Natalie Gunn speaking at Commencement*
3. *Department/Other Items*
 - a. Faculty Development Grant – deadline to dean is Thursday April 9th
 - b. Faculty Senate Ballot – need to replace 2
 - c. Commencement Update
 - i. Volunteers Needed <http://www.suu.edu/ss/admission/weekend/app/usher.html>
 - ii. Provost Rod Decker, President Michael T Benson, and Board of Trustees Mary Chamberlain are the HSS dignitaries
 - iii. Security, no bags,
 - iv. HSS program order rearranged to Associate, Bachelor, Master, to be consistent with other programs
 - v. Tassel on left, changed to right during Commencement
 - vi. Hood carried over left arm, hood first, diploma second, shake right hands
 - vii. Graduates sit as they come in, the dean will thank everyone else and ask them to be seated
 - d. Academic Awards – one page insert with award recipient information
 - e. Program Fees – individual meetings with departments (English is done)
 - f. Leadership Certificate R401
4. *Next Meeting: Wednesday, April 15th, 2009 4:00 p.m. CN 233*
5. *Reminders*
 - a. LRT
 - b. Internship Credit - Task Force Department Policies needed (have Psychology and Political Science)
 - c. Dates
 - i. **LRT Training – Thursday at 3:00 pm in ELC 206**
 - ii. Friday, April 10th - Good Friday - no classes
 - iii. Monday, April 13th - No classes
 - iv. Friday, April 24th - Last Day of Spring Semester
 - v. Monday, April 27th - Study Day
 - vi. Thursday, April 30th - HSS ACADEMIC AWARDS - Great Hall 6:00 p.m.
 - vii. Saturday, May 2nd - Commencement
 - viii. Wednesday, May 6th – Grades Due
 - ix. Maymester - May 4 through May 22
 - x. 1st Session – May 26 through June 30
 - xi. 2nd Session – July 1 through August 7
 - xii. Wednesday, August 12th – All summer grades due
 - xiii. August 16th – Faculty Contracts Begin
 - xiv. August 17th - Opening Meetings
 - xv. August 20th - HSS Fall Retreat

Concerning: Policy 6.22 XVC

Charged with recommending and the weighing of the criteria for identifying the programs which might be considered for discontinuance the Task Force developed the following rubric based on the four factors set in 6.22 XVC (Essentiality, Quality, Productivity, and Cost Effectiveness).

Foremost, Southern Utah University must remain a comprehensive regional institution true to the University's mission and vision - *Essentiality*.

Essentiality (value weighted up to 40 pts)

Criteria for essentiality as defined by the Task Force include:

- Is a program (Policy 6.22.XV.D),
- Supports an Institutional major/degree,
- Meets a niche defined by ~~exclusionary~~ **unique** or regional comparisons,
- Maintains the Public/Private image; High Quality at Low Cost,
- Provides service/ outreach to community.

Quality (Qualitative and Quantitative – up to 20 pts)

Criteria for quality as defined by the Task Force include:

- Program Accreditation; programs where there is no National Accreditation are not penalized.
- Faculty: Terminally Degreed Faculty or Recognized Expertise in the Field.
- Diversity in Student Learning (Faculty and/or Curriculum and/or Experiences).
- Dynamic Scholarship and Creativity (Faculty)
- Personalized Learning Environment

Productivity (Quantitative – up to 20 pts)

Criteria for productivity as defined by the Task Force include:

- Average Class Size (**Compare average class size to budgeted class size**)
- Number of Majors
- Number of Graduates
- Scholarship and Creativity of Faculty and Students (**Grants, External Funding**)
- SCH
- FTE
- ~~FTE~~ **Head Count**
- National/Regional Trends in Employment

Cost Effectiveness (up to 20 pts)

Criteria for cost effectiveness as defined by the Task Force include:

- Graduate **direct** cost ratio that is relative and rational within parameters (acknowledging some degrees have greater costs – sciences, arts) (**Comparison to Delaware Cost Study**)
- Student **direct** cost ratio (Gen Ed)
- Program Fiscal Responsibility (**Faculty Work Load, Target SCH/Faculty Wk Load**)
- **Potential savings if program eliminated.**