

Minutes
HSS Department Chairs Meeting
Wednesday, January 21, 2009
4:00 p.m. CN 233

1. *Dean's Council Item:*
 - a. Legislature – Vickers
 - b. Campus Forum on Jan 15th at recap
2. *HSS Senators:*
3. *Important Items*
 - a. Eccles Visiting Scholar recap.
 - b. Training – Thursday at 3 pm in ELC 206 – Argos (good for Department Chairs and Deans as it will show how to process the workload reports)
4. *Department/Other Items*
 - a. Internship Credit
 - i. Need Department Internship Policies that align with new college policy
 - ii. SUU Policy 6.27 covers the Overloads for Internships
 - b. LRT – need Department policies
 - c. Leadership Certificate
 - i. Discussion with Lindsey Brown, Registrar
 - ii. R401
 - iii. Each department chair come to next week's meeting with a couple of courses to list on the Leadership Certificate
 - d. Academic Award Nominees
 - i. HSS policy will state that nominees are graduating seniors only
 - ii. Graduation lists will be e-mailed to department chairs this week.
 - e. Commencement
 - i. Speaker, Tickets
 - ii. Parking, Stadium
5. *Next Meeting:* Wednesday, January 28, 2009 4:00 p.m. CN 233
6. *Reminders*
 - a. Dates
 - i. February 1st - Scholarship applications due (students may apply online at <https://secure.suu.edu/ss/financial/secure/2009-returningapp.html>)
 - ii. Friday, February 6th - 5th Week Reports due
 - iii. Monday, February 16th - President's Day - No classes
 - iv. Monday, March 16th to Friday, March 20th - Spring Break - No classes
 - v. Wednesday, April 1st - Deadline for awarding department scholarships
 - vi. Friday, April 10th - Good Friday - no classes
 - vii. Monday, April 13th - No classes
 - viii. Friday, April 24th - Last Day of Spring Semester
 - ix. Monday, April 27th - Study Day
 - x. Thursday, April 30th - HSS ACADEMIC AWARDS - Great Hall
 - xi. Saturday, May 2nd - Commencement