

Minutes
HSS Department Chairs Meeting
Wednesday, February 11, 2009
4:00 p.m. CN 233

1. *Dean's Council Item:*

- a. Outstanding Scholar for HSS – 4 student with a 3.98 GPA
- b. New Program list for the next 12 months
- c. Bulletin Boards
- d. IT – student labs
- e. Relocation Costs

Yesterday in Deans' Council we reviewed the guidelines on reimbursing new faculty for relocation costs. In summary, this reimbursement is not automatic for all new faculty. It is negotiated between the dean and the candidate. If this agreement has been reached between the dean and the candidate, it should be listed on the Recommendation for Appointment in the box titled: Other Condition or Institutional Commitments for Appointment. (Maximum reimbursement for new faculty is \$3000. First \$1000 comes from college or dept. Provost Office may reimburse up to additional \$2000 - FREL account).

Per the guidelines on the Provost webpage (<http://suu.edu/academics/provost/relocate.html>):

A. SUU *may* reimburse eligible moving expenses to prospective academic employees when the hiring department believes such an offer is a critical factor in securing a highly qualified applicant for a faculty or administrative position. In determining appropriate reimbursement, the department should consider factors such as unusual qualifications and/or needs of the applicant, competitiveness of the applicable job market, budget available and estimated relocation costs.

B. The hiring dean will negotiate with the new employee and determine an agreeable reimbursement plan in writing prior to the time the move takes place. The hiring dean is responsible for covering the amount of the reimbursement.

C. The amount of reimbursement will meet the following parameters: The college/school will cover the base reimbursement (initial: \$1,000). Expenses will be reimbursed based on submitted receipts.

If you need info on processing these reimbursements, that's available on the Provost webpage; <http://suu.edu/academics/provost/pdf/FacRelocation.pdf>

- f. Interim Grants Office
- g. David Rees needs vitas for adjunct faculty teaching graduate courses

2. *HSS Senators: Academic Integrity Policy*

3. *Department/Other Items*

- a. Leadership Scholarship – all employees can donate to this scholarship
- b. Commencement Curricula Map
 - i. Speaker for HSS convocations
 - ii. Suggestion: Faculty line up by Centrum to acknowledge students as they march in for Commencement as was done in 2007 versus 2008 where faculty marched in front of students all the way into the Centrum
- c. College Development
 - i. Leadership Certificate Degree Audit Sheet – final proof handout
 - ii. Hispanic Center
 - iii. Speech Lab
 - iv. Other ideas
- d. Provost Faculty Development Grant Matching Funds all came from the Dean's office for this last round to support faculty proposals.
- e. March 11th marks the end of the legislative session along with 2010 budget.
- f. Service Learning courses, only 4 across campus. There is campus grant money to turn existing courses into Service Learning designated courses. Faculty may contact Steve Barney or Earl Mulderink for details.

4. *Next Meeting:* Wednesday, February 18, 2009 4:00 p.m. CN 233

5. *Reminders* Department Policies: Internship Credit - Task Force , LRT

a. Dates

- i. Work Study and Financial Aid – Thursday at 3 pm in ELC 206
- ii. Monday, February 16th - President's Day - No classes
- iii. Monday, March 16th to Friday, March 20th - Spring Break - No classes
- iv. Wednesday, April 1st - Deadline for awarding department scholarships
- v. Friday, April 10th - Good Friday - no classes
- vi. Monday, April 13th - No classes
- vii. Friday, April 24th - Last Day of Spring Semester
- viii. Monday, April 27th - Study Day
- ix. Thursday, April 30th - HSS ACADEMIC AWARDS - Great Hall
- x. Saturday, May 2nd - Commencement

CERTIFICATE OF LEADERSHIP

Director: James H. McDonald, Ph.D.

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The College of Humanities and Social sciences administers an interdisciplinary academic program in Leadership. The goal of the Leadership certificate is to develop a core of leadership from passionate, well educated, and engaged graduates who will go on to improve public policy and increase community involvement. The making of Everyday Leaders can positively change the world.

Students must submit a program of study to the College of Humanities and Social Sciences at least two semesters prior to graduation. Courses and grades must also be reported to the program director one semester before the student's intended date of graduation. Students who may wish to substitute courses not listed in the certificate's program of study must obtain prior approval from the program director.

Requirements for the Leadership Certificate

- I. Students must submit a program of study with the program director at least two semesters prior to graduation.
- II. Students must complete at least six **courses**: five courses from the Required Course List established for the certificate program and one practical application course from the approved list. A total of 18 credits is required.
- III. All requests for course substitutions and transfer credit must be approved by the program director.
- IV. Students must complete courses in the program with a 3.0 grade point average.
- V. A *Final Approval Form* which lists courses taken for the certificate must be submitted to the program director along with a current transcript the semester before they intend to graduate.
- VI. All courses must be completed with at least a "C".
- VII. The Certificate of Leadership is granted to students who meet Southern Utah University's requirements for graduation with a **Bachelor of Arts/Science degree**.

Course Requirements for the Leadership Certificate

- I. **Required Course List**. Students must take one course from five of the six sections listed below for a total of 15 credits:

Section 1

COMM 1310 Thinking and Listening Critically
COMM 2120 Team Work, Decision Making, and Leadership

Section 2

SOC 3030
SOC 4500

Section 3

PSY 3370 Social Psychology
PSY 4510 Industrial Organizational Psychology

Section 4

PHIL 1250 Reasoning and Rational Decision Making
PHIL 3500 Ethics

Section 5

ENGL 2600 Introduction to Critical Literature and Theory
ENGL 4410 Advanced Study of Critical Methods

Section 6

POLS 3110 American Presidency: Executive Process
POLS 4670 The President, Congress, the Constitution and Foreign Policy

- III. **Practical Application Courses**. Students must take one of the following (3 credits minimum):

Internship, Study Abroad, Honors, Research, Service Learning

- IV. **Optional Credit (3 credits maximum)**

Governor's Honor Academy
SUU Ambassador
Girl's and/or Boy's State
SUU Student Association
Other leadership experience approved by the Program Director

PROGRAM OF STUDY
CERTIFICATE of LEADERSHIP

Name: _____ T # _____
Mailing Address _____

Phone (____) _____ Work Phone (____) _____

Major _____ Graduation Date _____

REQUIREMENTS

1. Submit Program of Study
2. Obtain Prior Approval for all non-listed courses
3. Maintain an overall 3.0 GPA in the Program
4. Submit Final Approval Form and transcripts the semester before graduation.

<u>Category</u>	<u>Course Title</u>
Required Courses:	1. _____
	2. _____
	3. _____
	4. _____
	5. _____
Practical Application:	6. _____
Credit for Courses:	7. _____
	8. _____

Date of Approval _____

FINAL APPROVAL FORM
Degree Audit
CERTIFICATE of LEADERSHIP
REQUIREMENTS

	<u>Course Number and Title</u>	<u>Grade</u>	<u>Date</u>
Required Courses:	1. _____	_____	_____
	2. _____	_____	_____
	3. _____	_____	_____
	4. _____	_____	_____
	5. _____	_____	_____
Practical Application:	6. _____	_____	_____
Approval _____	Date _____		