

Minutes
HSS Department Chairs Meeting
Wednesday, October 7, 2009
4:00 p.m. in CN 233

1. Dean's Council Items
Talk to elevate the student quality at SUU, enrollment management, raise the overall profile of SUU, Liberal Arts University, the EMT committee is looking into an international component.
2. Library Budget – see attached letter with department breakdown
3. Academic Planning Task Force
Kurt Harris has volunteered to sit on this committee
4. LRT/FAAR's are due to the dean next Tuesday
5. Department Chair Selection Policy will stay as it is currently described in department policies with the addition of the candidates writing a statement of intent and the faculty sending a recommendation to the dean listing the candidate(s) strength and weaknesses.
Departments will send in their vote for candidate of choice. This is not a binding vote, simply a recommendation to the dean.
6. Left Over Items
Policy 6.27 may need revision, please bring feedback to the next department chair meeting
7. Department/Other Items
BIS degree does not have a capstone
International Degree suggestion
8. Reminders
 - a. Majors Meetings in Oct/Nov
 - b. Deadline for Curriculum changes is Oct 22nd for the next UUCS meeting on Nov 5th
9. Next Meeting: Wednesday, October 14, 2009 at 4:00 p.m. – CN 233

MEMO

DATE: September 22, 2009
TO: Dean James McDonald
FROM: Interim Dean John Eye
SUBJECT: College Library Budgets

The College of Humanities and Social Sciences library budget will be \$14,556 this year. This reflects the 10% cut that was initiated last year. Please review your departments' budgets and department approval and make any adjustments you desire. Listed below are the budgets and the actual expenditures for last year to assist you in making any adjustments. **Please send your departmental breakdown to my office as soon as possible.**

<u>Department</u>	<u>Revised</u>	<u>2008-09</u>
	<u>Budget</u>	<u>Expenditures</u>
Language & Humanities	\$ 2,136	\$ 2,139
Communication	\$ 2,700	\$ 2,718
English & Literature	\$ 2,610	\$ 2,391
Psychology	\$ 2,520	\$ 2,521
History & Sociology	\$ 2,520	\$ 2,528
Political Science & CJ	<u>\$ 2,070</u>	<u>\$ 2,071</u>
	\$ 14,556	\$14,368

If you have requested in the past that serials be purchased from your department budget, they will be subtracted from your budget first.

Please submit your orders electronically through the library web page at <http://archive.li.suu.edu/forms/acquisitions.html> and include the activity codes highlighted below in yellow. Orders will be accepted until January 31. All orders must be approved by the department head or the designee listed below. Please update any personnel changes. We appreciate your faculty members' help in developing a quality library collection.

<u>Department/Acct #</u>	<u>2009-10</u>	<u>Department</u>
	<u>Allocations</u>	<u>Approval</u>
Language & Humanities D32	\$1,045	Harrison/Leahy/Bulloch
France Amerique	\$ 43	
Nouvel Observateur	\$ 130	
Communication D33	\$2,441	Smith/Halgren
MPC	\$724	Smith/Halgren
English & Literature D34	\$2,231	Harris/Simpkins
Psychology D35	\$2,387	Barney/Young
History & Sociology D36	\$2,417	Bostick/Williams
Political Science & CJ D37	\$2,613	Stathis/Levy
MPA	<u>\$525</u>	Stathis/Levy
Total	\$ 14,556	