



March 20, 2017

TO: A&S Department Chairs

FROM: Leonidas G. Bachas
Dean

A handwritten signature in blue ink, appearing to read 'L. Bachas'.

SUBJECT: **AGENDA** for Department Chairs' Meeting
Wednesday, March 22, 2017 at 1:30 p.m. in the Physics Conference Room

1. Approval of the Minutes of the February 22, 2017 Meeting
2. QEP Presentation – by Sr. VP Bill Green and Assoc. VP Alan Gyorke
3. Workday Finance Presentation – by Exec. Dir. Theresa Ashman
4. FY18 Budget Planning – By Exec. Dir. Dawn Reynolds
5. Dean's Remarks
6. Updating the College Strategic Plan to Reflect the Roadmap Initiatives
7. Other Business and Announcements:
 - i. Center for the Humanities' Lecture by Dr. Siddhartha Mukherjee – March 27, 2017 at 7 p.m. at Gusman Hall
 - ii. May 2nd at 3:30 p.m. Faculty Scholarly and Creative Activities Recognition Awards Reception at the Wesley Gallery
 - iii. May 11th at 12:30 p.m. Graduate Ceremony
 - iv. May 12th at 8:30 a.m. Arts and Sciences Undergraduate Ceremony

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TO: A&S Department Chairs

FROM: Leonidas G. Bachas
Dean

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SUBJECT: **MINUTES** of Department Chairs' Meeting
Wednesday, February 22, 2017 at 1:30 p.m. in the Physics Conference Room

1. Approval of the Minutes of the January 18, 2017 Meeting

A motion to approve the minutes of the January 18, 2017 Department Chairs' and Program Directors' meeting was offered, seconded, and unanimously approved.

2. MDC Articulation Agreement – by Dana Warshauer, Office of Admissions

Senior Associate Dean Stampino indicated that the Admissions Office and the College are working on an articulation agreement to allow MDC Honors students enroll at UM after their second year in college. It was noted that UM and MDC had articulation agreements in the past. Dana Warshauer of the Admissions Office was invited to speak about the proposed agreement and the effort by UM to recruit students. She presented on transfer trends on campus and nationally as well as on challenges, initiatives, and solutions moving forward. She noted how the Admissions Office is working with local students to develop a strong partnership with MDC. The Admissions Office is working on its policy to be more transfer-friendly by making sure courses taken by the students have equivalencies at UM, and that UM has some financial support to offer to those students. The Chairs brought up the issues of online courses, which are not acceptable as equivalent to courses in the major by some departments. Professor Hammons suggested the creation of a webpage for transfer students. The proposal agreement is not finalized yet and that Chairs' input is welcome.

3. Dean's Remarks

Dean Bachas indicated that his office has not received information about salary yet. He encouraged those department chairs whose evaluations are missing to submit them as soon as possible. His office will start scheduling meetings with Chairs soon using the same rubrique as last year.

Dean Bachas noted that neither he nor the Dean's office chose the title of the Frost Institute of Chemistry and Molecular Science. The name came from the donor. The Dean gave the history of how this gift came about and where it

stands now. There was mention of the searches for the Provost, for the Miller School of Medicine Dean, as well as the VP for Finance. Some of these appointments may probably be announced before a Provost is named.

Senior Associate Dean Stampino gave an overview on the search for the Appignani Endowed Chair. Candidates are being invited to campus for interviews. The Search Committee will meet soon after the last candidate to send their recommendation to the Dean.

4. Lunch Breaks for Non-Exempt Staff

The University is conducting a review to ensure non-exempt employees are correctly paid for their lunch break. Workday will automatically determine if the lunch break is less than or equal to 20 minutes. If Workday identifies a short meal break, it will automatically round the time on the timecard as compensable time. The Provost's Office will pay for the differences accumulated to date. In March, those employees affected will receive a letter from HR. In the future, departments will be responsible for covering these extra costs.

5. AAU-Eligibility Indicators

Dean Bachas gave a presentation on AAU-eligibility indicators, and where UM stands in the profile. He explained AAU membership indicators, how AAU ranks institutions, and the role of the College in helping the University reach AAU-eligible status. The Chairs appreciated this presentation and was suggested that it be made to the College faculty as well.

6. Retirement Agreements

Departments are encouraged to bring forward any known incoming retirements.

7. Other Business and Announcements:

- Modern Languages & Literatures to have a potential endowed chair: Weeks Chair in Latin American Studies
- Chairs were reminded of deadlines for the bulletin
- Cooper Fellow Lecture by Neil Johnson of Physics, March 8 at 3:30 p.m.
- Cooper Fellows nominations – deadline March 20, 2017
- SACSCOC Visit next year – February 26-March 1, 2018

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