**LA Chairs Meeting Minutes**

**16 October 2018**

**Present:** O. Armeanu, C. Baker, A. Buck, J. Galbus, J. Hardgrave, D. Hitchcock, A. Mark, K. Oeth, M. Roberts, S. Rode, R. Rowland, T. Schroer, S. Vogl-Bauer, E. Wasserman, K. Waters.

Absent: K. Arwood, , J. Beeby, V. Morgan,

9:00 a.m. meeting opened by M. Roberts.

**I. Curriculum petitions (M. Roberts)**

Curriculum petitions were explained and were unanimously approved for the following:

Art and Design (K. Waters)

* 2 new courses
	+ ARTD - 399 - Special Topics in Design
	+ ARTD - 468 – Publication

Communications (S. Vogl-Bauer)

* Communication Studies Minor Program modifications
* Public Relations and Advertising – Advertising Emphasis Program modifications
* Public Relations and Advertising – Public Relations Emphasis Program modifications
* Public Relations and Advertising Minor Program modifications
* Radio and Television Program modifications
* Curricular modifications for the Communication Studies program
* seven (7) new courses:
	+ CMST 321            Communication and Workplace Relationships
	+ CMST 323            Communicating to Manage and Lead
	+ CMST 440            Seminar in Performance Studies
	+ JRN 421                 Community Journalism
	+ JRN 423                 Key Issues in Journalism
	+ COMM 122          Understanding Media
	+ COMM 221          Social Media Communication

Criminal Justice (T.Schroer)

* Pre-Req. changes for CRIM 301 Criminal Justice Administration, and CRIM 335 Crime Control Strategies
* Pre-Req. and course description change for CRIM 315 Juvenile Delinquency
* 1 new course
	+ CRIM 336 Drugs and Society
* Crim 370 Seminar in CJ course description change (at Dean level, since this does not go through LA Curr. Comm.)

History (J. Hardgrave)

* HIST 101 & 102 - title changes
* HIST - 108 - What is History – core additional elective in ways of knowing
* HIST 261, 262 and 263 – removing from major and core
* HIST - 246 - U.S. History in a Global Context – will be added to the core
* HIST - 266 - Global History – will be added to the core
* HIST - 288 - The Historians Craft

Performing Arts (E. Wasserman)

* Course deletion, THTR - 226 - Production Graphics

Political Science, Public Administration and Philosophy (O. Armeanu)

* Political Science Major, Public and Nonprofit Administration Concentration, B.A./B.S. -Undergraduate Program Modification
* Political Science Major, Government, Law and Diplomacy Concentration, B.A./B.S. -Undergraduate Program Modification
* POLS - 384 - The Middle East
* POLS - 487 - Government and Politics of Post-Communist States

**II. Approval of Minutes, October 2, 2018**

S. Rode mentioned D. Hitchcock noticed a typo in “Curriculum”. J. Galbus motioned to approve minutes with correction, D. Hitchcock seconded.

**IV. CLA Updates and Reminders (M. Roberts)**

* Reception for Faculty Showcase is today, 2:30-3:30 pm
* CLA Community Advisory Board will meet in the McCutchan Arts Center/Pace Galleries Thursday, October 18
* Reminder to send change of academic program forms, signed by chair, first to AA who assigns advisor and sends form to Registrar. All yellow copies (return copies) of this form should be routed to the LA advising center where the changes will be recorded

**V. Advising Center Updates (R. Rowland)**

* Minors should be assigned advisors as this is recommended as a recruitment tool and it provides correct advising for the student
* Advising for Spring and Summer terms is underway in the advising center
* Freshman and Sophomore holds have been placed on students in departments who requested this action
* Please see the Early Alert folder for lists of students with Ds and Fs complied by department. Chairs please email these students.

**VI. Announcements (K. Oeth)**

* Upcoming changes in AA coverage include temporary coverage in Art and Design while Virginia Thomas is out on medical leave; student workers are covering the desk and Dawn Paris is available to lift holds and perform overrides. An advertisement is posted to hire a replacement for the senior AA position that will be vacant when Connie Epley retires.
* Priority registration is November 5-16.
* Scheduling for fall classes will be begin shortly after priority registration.

**VII. Open Items**

* History book adoptions (sale) will be taking place 9 am – 4 pm Wednesday and Thursday under the cone (J. Hardgrave)
* Xavia Harrington-Chate will present at the Global Salon series this week (M. Roberts)
* Journalist Keach Hagey will speak at 3 pm and 7 pm Thursday (S. Vogl-Bauer)
* Social Work is sponsoring a Rape/Violence information presentation Wednesday (C. Baker)
* Kate Tombaugh, opera singer, will be performing in the Performance Center 7 pm Wednesday. This is an event sponsored by the Foundation (E. Wasserman)
* Compliments on the play, *The Dog in the Manger*; UNIV 101 class attended (R. Rowland)
* Congratulations to D. Hitchcock for a successful Spanish theatre conference (A. Buck)

**VIII. Dean’s announcement (M. Roberts)**

* Advising article that Dr. Beeby emailed to chairs September 25, will be discussed at the next council meeting
* The class coverage forms used for travel must also be used for planned absence by a Liberal Arts professor. This form is available under faculty forms on the LA website.

Meeting adjourned at 10:20 am