

CAL POLY HUMBOLDT

College of Arts, Humanities and Social Sciences

Meeting Minutes - CAHSS Council of Chairs

Thursday, October 6, 2022

9:00-10:50a

Gist Hall 225

College Office: Jeff Crane, Heather Madar, Dave Heise, Sandra Brekke

Chairs: Janelle Adsit, Cutcha Risling Baldy, Ramona Bell, Alison Holmes, Ben Marschke, John Meyer, Cindy Moyer, Maxwell Schnurer, Rosemary Sherriff, Anthony Silvaggio

Absent: Nicole Jean Hill

Program Leaders: Linda Maxwell, Dave Jannetta

9:00a

Announcements

- Welcome to Program Leaders
- Approval of Minutes from September 22, 2022 (Jeff)
 - Moved: Holmes
 - Seconded: Schnurer
 - Carried

Dean's Report

- Review of the Hate Incident package (Jeff)
 - Reminder to immediately notify the Dean and Campus PD when incidents occur
- CAHSS Moments - Going Above and Beyond
 - Shaylyn Heitzman (Linda Maxwell)
 - Cassandra Curatolo (Cutcha Risling Baldy)
 - Amy Mixer (Rosemary Sherriff)
- ASC Mentoring Program
 - The program is still under construction (Jeff)
- IRAR Enrollment Reporting (Jeff)
 - The Enrollment report will be revised for Spring 23
 - Discussion on the increased enrollment impact on part-time lecturers
- Commencement Fall 2022 (Jeff)
 - Clearer communication is needed because having a Fall commencement ceremony is new to campus
- Professional Development (Jeff)
 - A call for Professional Development will be forthcoming

9:20a

Associate Dean's Report

- CSU Fully Online (Heather Madar)
 - Both synchronous and asynchronous classes are online
 - More information is coming on how to advise students on the program

- Assessment and Program Review Policy (Heather)
 - Will be circulated for review
- Enrollment Growth Management (Heather)
 - Reminder about where the data is housed and that it can be edited and revised, additional data coming in December
 - There is a need for additional staff
- Transfer GE Proposal (Heather)
 - Update on the GEAR Curriculum and Assessment Committee (Cutcha)
 - Will be discussed further at an upcoming meeting

9:40a

Recruitment and Retention

- Letterhead availability (Dave Heise)
 - Only produce small quantities, more changes coming
- Recruitment Travel (Dave)
 - Working on a more formal support policy however there are funds available
- Website Updates (Dave and Jeff)
 - Discussion of current timeline and Marcom availability
- There is a hold on creating additional CAHSS PBLCs (Jeff)
- Brand training is coming up (Dave)

10:00a

College Bylaws Ad Hoc Committee (Jeff)

- An ad hoc committee was formed of the following members
 - Jeff Crane
 - Dave Heise
 - Ben Marschke

10:20a

Chairs Compensation Task Force (Rosemary)

- This discussion will be a reoccurring item on upcoming CoC agendas
- A Google document will be shared with Task Force updates

10:45a

Upcoming Events

- A student is being hired to coordinate events from the Dean's Office, event ideas were requested (Jeff)

10:50a

Adjourned

Upcoming Dates:

- Council of Chairs November 10
- Provost Council of Chairs November 17
- Council of Chairs December 1