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

9:40a  Recruitment and Retention
• Letterhead availability (Dave Heise)
  o Only produce small quantities, more changes coming
• Recruitment Travel (Dave)
  o Working on a more formal support policy however there are funds available
• Website Updates (Dave and Jeff)
  o 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
  o Jeff Crane
  o Dave Heise
  o 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