

College of Natural and Health Sciences Leadership Team Meeting

2:00 – 5:00 PM, Thursday, November 19, 2009 (**Ross 2238 – note the location**)

NOTE: We will be joined by guest Michele Schwietz (Office of Sponsored Programs) at 2:00.

Agenda

1. Welcome and kudos
2. Guest – Michele Schwietz
3. Approval of minutes and discussion items (meeting of Nov. 5)
4. Academic Council update (meeting of Nov. 18, 2009)
5. Budget
 - a) instructional equipment requests
 - b) vacancy savings reconciliation and part-time budget
6. Courses and Curriculum
 - a) interim session
 - b) program review
 - c) HLC and institutional requirements
7. Academic structure initiative
8. Development and fundraising
9. Faculty items
 - a) tenure-track reappointments
 - b) sabbatical leave requests
10. Searches and hiring
11. Research and grants
 - a) Student Research Fund
 - b) GRIP
12. Other
 - a) Dessert reception at Denise's house
13. Roundtable
14. Adjournment

Deadlines and important dates:

Nov. 16: Comprehensive Program Review - School Director, PRT and Graduate Dean send feedback to Dean and Program Self-Study Author (electronically)

Nov. 25: Curriculum proposals for 2010-11 catalog due to Dean's Office

Nov. 25-27: Fall Break and Thanksgiving holiday

- Dec. 1: Graduate Student Awards Reports due to Graduate School
- Dec. 8: NHS end-of-semester gathering
- Dec. 10, 12:30 – 2:00: NHS end-of-semester meeting and reception (Gunter 3000 & 3010)
- Dec. 10: Dean recommends Sabbatical Leaves to Provost
- Dec. 10: Faculty submit Sabbatical Leave reports from previous year to Dean
- Dec. 11: Mid-Year progress reports for Classified Staff due to HR
- Dec. 11, 7:00 - ??: Graduate Commencement (Butler-Hancock)
- Dec. 12, 2:00 - ??: Undergraduate Commencement (Butler-Hancock)
- Dec. 15: Comprehensive Program Review - Dean's feedback due to School Director & Program Self-Study Author
- Dec. 16: Fall 2009 grades due by 5:00PM on URSA