

College of Natural and Health Sciences Leadership Team Meeting

3:00 – 5:00 PM, Thursday, January 7, 2010 (**Ross 2238 – note the start time and location**)

Agenda

1. Welcome and kudos
2. Approval of minutes and discussion items (meeting of Dec. 17)
3. Academic Restructuring
 - a) timeline (refer to http://www.unco.edu/nhs/pdf/stage_1_procedures.pdf)
 - b) NHS administrative reassigned time reconciliation
4. Budget
 - a) OES revenue distribution
5. Enrollment management
6. Searches
 - a) interview process reminders
 - b) search expenses
7. Program Review
8. Faculty reviews
 - a) comprehensive reviews
 - b) annual reviews
9. Grant-related compensation
10. Upcoming events
 - a) NHS college-wide meeting
 - b) Academic Scholar Awards Ceremony
 - c) Student Research Celebration
11. Other
 - a) computer refresh program
 - b) minor facility repairs
12. Roundtable
13. Adjournment

Deadlines and important dates:

Dec. 1: Graduate Student Awards Reports due to Graduate School

Dec. 11: Mid-Year progress reports for Classified Staff due to HR

Dec. 16: submit peer/aspirational program list to dean's office

Jan. 8: reappointment recommendations due in dean's office for TT faculty in first year of employment

Jan. 8: Interim session ends

Jan. 8: Denise at CCAS Winter Board meeting (New Orleans, LA)

Jan. 11: First day of spring semester classes
Jan. 13: Interim session grades due by 5PM
Jan. 15: Dean submits written annual program review feedback electronically to School Director
Jan. 18: UNC holiday (MLK Day)
Jan. 18-22: Mtgs w/ Dean, Special Asst to Dean, School Director, PRT Chair, Program Area re comp pgm reviews
Jan. 28, 3:00 – 5:00: NHS College-wide meeting (UC Columbine Suites)
Jan. 29: School Director and Dean meet by this date to discuss annual program review progress report
Jan. 29: Nominations for student awardees for Academic Scholar Awards due to Dean's Office
Jan. 29: Emeritus faculty nominations due to Dean
Feb. 1: Comprehensive review materials (with the exception of pre-tenure) due in dean's office
Feb. 5: Nominations for poster presenters and speakers for Student Research Celebration due to Dean's Office