

College of Natural & Health Sciences
Leadership Meeting
Discussion Items
October 8, 2009

Discussion Items

1. Michelle Schwietz, new Director of OSP, will be attending the Leadership Team meeting on November 19.
2. The Leadership Team plans to arrange with Randall Langston in late spring or early summer to have a UNC recruiter info session on NHS academic programs.
3. The Provost reiterated that each program needs to have a transfer advising contact and a backup for when that person is not available.
4. It is expected that the campus directory will move from hard copy to an online version next year. In the meantime, corrections to the hard copy version are being solicited.
5. Dean Battles urged Directors to include faculty emeriti in program events when appropriate.
6. The Board of Trustees meeting will include the following NHS agenda items: a new B.S. in Nutrition program and the Mary Jo Drew Distinguished Professorship.
7. Faculty Senate has a subcommittee that is reviewing the University's policies pertaining to Sexual Harassment.
8. Next year Academic Affairs will implement a new model for determining the allocation of part-time funds to the colleges.
9. Academic Affairs continues to work on a model to determine allocation for reassigned time in the colleges.
10. The Provost is reviewing OES activity and overload pay.
11. The Deans and Provost are continuing to discuss the parameters for academic restructuring.
12. NHS' proposed hiring plan is awaiting approval.
13. The several elements of a major planned gift to the college were discussed.
14. The NHS Advisory Board meeting is Saturday, October 24 and the agenda for that meeting was reviewed.
15. The five-year Director Evaluation process was discussed, as it is being implemented for the first time in the college.
16. NHS comprehensive review and sabbatical leave letters will be sent out the faculty as soon as the list of eligible faculty is confirmed by HR.
17. The Summer Restructuring Committee is continuing to meet. Currently the group is focusing on LAC courses. Online summer courses are showing high demand and programs are encouraged to consider whether there are additional opportunities to offer online courses in the summer.
18. Initial comprehensive program review drafts are due electronically to Dean, PRT Chair and Graduate Dean (grad programs only) by October 15.
19. Please be aware that when emailing documents with personally identifiable information the attachment must be encrypted and the password to unencrypt the attachment must be sent in a separate email.
20. Travel reimbursements not processed within sixty (60) days upon return may be considered taxable income and appear on the individual's W2.

Deadlines and Important Dates:

Oct. 1: deadline for receipt of feedback on draft NHS Faculty Workload policy

Oct. 8: HR confirms list of faculty due/eligible for comprehensive review/sabbatical leave
Oct. 9: deadline for receipt of nominations and supporting documents, NHS Faculty Awards
Oct. 12: midterm grades due in Banner
Oct. 15: Initial draft of comp program review self-study completed and submitted by directors
Oct. 16-17: STEMapalooza (Colorado Convention Center)
Oct. 24, 8:00 – 12:00: NHS Advisory Board meeting (Gunter 3000)
Oct. 30: deadline for fall competition of the Student Research Fund
Oct. 30: deadline for nominations for the Administrative Assistant of the Year award
Nov. 1: deadline for receipt in dean's office of reappointment recommendations for TT faculty in year 2
Nov. 9: annual program progress reports due to dean's office
Nov. 12: sabbatical recommendations due to dean's office