

**College of Natural & Health Sciences  
Leadership Meeting  
Discussion Items  
November 5, 2009**

**Discussion Items**

1. Brian O'Bruba, Director of Career Services, attended the meeting to discuss seven new program initiatives: campus outreach/partnership, assessment/data collection and reporting, employer relations, service delivery, testing services, creation of a Career Transition Program, and staff development.
2. Faculty members are encouraged to communicate their textbook intentions to the UNC Bookstore in a timely manner to ensure the proper number of textbooks are ordered.
3. The Academic Policies Committee was tasked this fall with undertaking a review of the plus/minus grading system and, after researching the issue, recommends no changes at this time to the present grading system, although it provided some recommendations to programs/schools on implementation.
4. Directors were asked to provide Dean Battles a list of appropriate peer institutions and aspirant programs by the end of the fall semester.
5. The Summer Session Committee has proposed the following change - Summer 2010 registration will open on April 5, 2010 (concurrent with the opening of Fall 2010 registration). No priority level (grad/undergrad) or classification (sr/jr/soph/fr) will be assigned for summer registration. Summer registration will be open to all students.
6. The status and operation of University College was discussed.
7. NHS Faculty and Staff are encouraged to read President Norton's memo to the campus as well as the investigator report from Mountain States.
8. Debbie and Denise have been monitoring the College's part time budget and expenditures and are comparing notes with Academic Affairs on NHS' vacancy savings.
9. NHS has submitted our instructional equipment requests to the Provost.
10. Directors were asked to reinforce the notion that the College's uncertain budget does not allow us at this time to consider investing in programs or activities that are not mission-critical.
11. The compensation approach for part-time, full-time faculty who are not on authorized lines, and TAs for Summer and Interim Session instruction was discussed.
12. Payroll provided written guidance for when summer payments will be posted; first six week courses payment will be done in July only, twelve week and eight week course payments will be in June and July, and the second six week course payments will be in July only.
13. Please encourage students to register for interim courses as appropriate.
14. The Provost and Deans continue to review the parameters for academic restructuring.
15. The Team discussed the NHS Advisory Board Meeting and provided suggestions for the spring meeting.
16. All NHS' faculty position requests have been approved by the university. Our ads have been submitted to advertising sites (Higherjobs.com, Diverse Issues and Hispanic Studies) and have been posted on HR and NHS websites.

**Deadlines and Important Dates:**

Nov. 9: annual program progress reports due to dean's office

Nov. 12: sabbatical recommendations due to dean's office

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. 10, 12:30 – 2:00: NHS end-of-semester meeting and reception (Location TBA)