COAH Executive Committee Meeting Minutes
September 13, 2013

In Attendance: Shelly Elman, Randy Hendricks (Dean), Nadya Popov, Cale Self (chair-elect), and Jeff Zamostny

Not present: Mark Schoon and Alison Umminger

Guests: Clint Samples via phone conference for Art proposals

Meeting commenced at 2:04

I. Dean’s Remarks

II. The committee decided to proceed through the business portion of the agenda and discuss the election of its chair at the end of the meeting. Angela Insenga, secretary, conducted the meeting.

A. Course Modifications

1. Foreign Languages and Literatures
   a. SPAN 4260: Currently, SPAN 3101 and 3102 are prerequisites for courses of this kind, so FLL wishes to bring this course’s prerequisites in line with all others.

   Status: Approved

2. Art
   a. In an effort to clean up the catalogue with regards to the deactivated Interior Design program, several courses were deleted and/or modified.

   Status: Approved

   b. ART 4408: as there was no one to speak on the course’s behalf, the committee tabled it until the October meeting. Cassie Hester will attend to speak.

   Status: Tabled

3. Theatre
   a. In 2008, the prerequisites for the courses changed, thus necessitating changes in the course descriptions.
II. Discussion regarding new COAH Executive Committee subcommittees

A. Members

1. Jeff Zamostny and Nadya Popov are both members from the Executive Committee who will serve on the Subcommittee for Graduate Studies

2. There was no information, as of yet, on whom from the Executive Committee will serve on the Subcommittee for Online Teaching

III. Discussion of Protocol for Presentation of Proposals

A. Julia Farmer’s query regarding the protocol passed in 2011 that required the proposer or department representative to attend in order to explain the changes and/or additions.

B. Committee Discussion

1. As long as the document is self-explanatory (e.g. a deletion or simple update reflective of prerequisites), there is no need for physical presence.

2. However, faculty should send representatives if the proposal(s) deal with more intricate additions or program proposals

3. The committee unanimously agreed to reverse the 2011 decision, and chose to operate with the above ideas in mind. All future agenda announcements will include a sentence indicating the new policy.

IV. New Business

A. Faculty Pay Structure Inquiry

1. Shelly Elman inquired about the possibility of allowing faculty to choose either a twelve or ten-month pay structure in lieu of the single pay structure of salary divided over ten months.

2. Dean Hendricks shared that the choice was once in place but was unsure why or how it had changed.

3. Angela indicated she would inquire with Human Resources and report back to the committee

B. Chair Election
1. After discussion, Cale Self agreed to serve as this year’s Executive Committee chair, much to the delight of his compatriots.

C. Announcements

1. Reminder of the Eclectic Live! Even on September 28th

2. Reminder of the Humanities Symposium beginning on October 30th and lasting until November 2nd

Adjourn at 3:03

Respectfully submitted by Angela Insenga