COAH Leaders Meeting
3 December 2014

1. Meeting was called to order. The following were present: Hendricks, Tweraser, Elman, Overfield, Shunn, Hibbard, Tietjen, Samples, Goodson, Pearson

2. The November minutes were approved.

3. Friday’s orientation requires very little work from our departments thanks to the help of Dawn Liverman and the Advising Center.

4. SUMMER 2014: There has been a reduction in the summer budget, stemming from the costs of moving chairs from 10 month to 12 month employees. Each college has their own financial burden. Departments are meant to keep themselves in the black and consider going off the budget only for guaranteed entrepreneur classes that will certainly make money. Chairs can teach any under enrolled summer classes, but the choice to do so is at the discretion of each department head.
   a. We are still looking at 10 person caps for UG courses, 5 for G

5. Associate Dean position: The dean has drafted a position description, and the FAC for COAH will serve as the search committee for this position.

6. Capital Campaign: The college requests have been trimmed down to 2 asks (reported via email). However, Bill Norton et al are more flexible and are aware of our full list. They will test out the various asks as they deem appropriate. Currently on the list is an endowed chair for each college. We need to decide whether to rotate it from department to department; make it a salary enhancement; make it a permanent endowed chair for a visible department, such as Public History.

7. Alumni Relations: We need to find a way to track whether alumni are attending our public events. The alumni weekend is scheduled for April 9-11, and we should try to participate. Goodson’s Hank Williams comrades might become the main attraction for that weekend, which could conceivably become the Spring counterpart to the fall Humanities Council.
   a. Judge Parker has provided a legacy gift of banjos worth around $100K. He will give a talk about their provenance and history and musician Alison Brown will come to town to perform.

8. Holiday Schedule: Scheduling matters for department heads during the Winter Break were discussed. It was concluded that department heads needn’t be constantly on-site as long as they’re reachable by the Dean’s Office and available for meetings as needed.

9. Other business and Announcements:
   a. The Theater Murder Mystery Fundraiser is this weekend
   b. Farewell gifts and thanks offered to Shelly Elman for her work this semester and to Denise Overfield for her fantastic work in the Dean’s Office.

Minutes recorded by Meg Pearson