College of Arts and Humanities  
Department Leaders’ Meeting Minutes  
3 September 2014


Call to Order: 10:00 a.m.

Minutes (M. Pearson) from the previous Dept. Leaders’ meeting were distributed and enthusiastically approved.

I. Study Abroad (Maria Doyle):

Dr. Doyle provided a comprehensive overview of Study Abroad programs, including: the application process for existing and new programs; the new system for program review and approval, also student application and review (Terra Dotta), which is required; UWG participation in the European Council consortium with other USG institutions; and the ISP Study Abroad Committee’s charges, including recommendations for disbursement of scholarship money created by the International Student Fee. Asked for more precise information about the approval process, Dr. Doyle indicated that the 8 September due date for program approval ensured that these would be in place in time for recruitment in the fall. More generally, Dr. Doyle talked about the due diligence required to establish new programs (reconnaissance; feasibility), the overall mission of study abroad, its culture, and possible changes and opportunities to establish direct exchange agreements with partner institutions, given that UWG’s agreement with ISEP (International Student Exchange Programs) would end in spring 2015, due to its new cost structure. It was also noted that faculty salaries for summer programs would be part of the summer instructional budget.

II. First-Year Programs:

Discussion centered on the role and mission of first-year programs and learning communities at UWG, also COAH’s footprint in these offerings, particularly XIDSXXXX and ENGL1101, and the mission creep that has occurred because of non-academic components of the FYP curriculum and difficulties coordinating with the FYP office. The need to have vibrant, integrated first-year programs with strong academic components was stressed, particularly the importance of seeing such programs as crucial to retention and progression to graduation. Responsiveness of and communication from the office of first-year programs were seen as symptoms of that which could be improved.

III. COAH Recruitment Plan:

Dean Hendricks brought good news: the President’s office will again fund programming at the College and Departmental level that promotes recruiting within the communities that bring
students to UWG. This folded into discussion of coordinating the College’s recruitment efforts, and Dean Hendricks indicated that the COAH Faculty Advisory Committee would work to develop these efforts. Attendant issues included funding for faculty travel for recruiting visits to area schools, the different needs and approaches when comparing more performance-based programs to more Humanities-based programs, how we can enhance recruitment efforts geared to already-enrolled students, and clarifying the relationship and disbursement of COAH scholarships within the Strategic Enrollment Plan.

IV. 27 September Preview Day: The plans for the new College-specific Preview Day were clarified and finalized. During the two hours that students spend with College faculty, those in Art, Music, and Theater will meet go over discipline-specific requirements, portfolio reviews, and tour facilities, while students in English, History, Philosophy, and Foreign Languages will be entertained by a thematically-driven series of presentations that highlight inquiry in the Humanities disciplines and encourage students’ participation.

V. Announcements:

*The Diversity and Inclusion Committee has engaged the services of an outside consultant; a survey of faculty and students on issues of diversity and inclusion is forthcoming.
*Enrollment this semester is 12,315. 719 students were dropped for non-payment. Freshmen to sophomore retention was up to 75%.
*Requests for facilities improvements will be pooled at the College level.
*Barriers team (yay, Barriers Team!) is looking closely at ways to streamline the hiring process.

The Meeting was adjourned.

Respectfully submitted,
Felix Tweraser
Foreign Languages and Literatures