Council of Chairs

Date: Thursday, November 20, 2014                  Time: 2:00 p.m.
Location: IBC/RMA Executive Boardroom in the McMahon Centennial Complex

❖ Discussion Items:

1. Spring 2015 Meeting Changes – Jan. 15 moved to Jan. 22, April 16 moved to April 23
2. Follow-up discussion on course scheduling and course rotations
3. Improving IDEA Response Rates
4. 4 Year Plan of Study (pages 1-2)
5. Follow-up discussion on Aggie Sneak Peek
6. Follow-up on observation of teaching
7. Minimum Faculty Qualifications (pages 3-5)
8. Departmental advising of new transfer students—Dr. Kingsley
9. Request for Fall 2015 UNIV teachers—Dr. Kingsley
10. Fall 2015 Freshman-only section pilot—Dr. Kingsley
11. Prerequisite clarification
12. Tutoring for students with 24-hour hold

❖ Reminders:

- Send updates to Academic Festival activities to Vinetta
- Remember to submit approved leave via the Online Leave Reporting System
- Begin program changes now to prepare for the upcoming catalog revisions
- If any faculty member’s non-instructional assignment has changed for Spring 2015, please let Karla Oty and Mandy know so they can get the information set up correctly in FLAC. Karla can send you the list for Fall 2014.
- Encourage faculty who advise students that have a minor in a different department to communicate with that department early on as some of those courses may only be offered once a year and some have prerequisites. Have advisors check with students they are advising to ensure that they have declared a minor.

❖ Important Dates:

- Chair Meeting – December 5, 2014 at 11:00 a.m. in the IBC/RMA Executive Boardroom
- Council of Chairs – December 16, 2014 at 2:00 p.m. in the IBC/RMA Executive Boardroom

❖ Regents Meeting Dates (for curriculum proposal purposes)

- The Oklahoma State Regents for Higher Education
  - December 3-4, 2014
  - January 28-29, 2015
  - March 10-11, 2015
  - May 7-8, 2015
- June 22-24, 2015
- September 16-17, 2015
- October 27-28, 2015
- December 1-2, 2015

- November 20, 2014 – Last date to withdraw with an Automatic “W” (2nd 8 week courses)
- November 20, 2014 – Beef Cattle Improvement Conference, 6:00 p.m. in the McCasland Ballroom
- November 20-23, 2014 – Play: Martin Jones' *Dark River*; 7:30 p.m. (Nov. 20-22) and 2:00 p.m. (Nov. 23) in the University Theatre
- November 21, 2014 – OK Women in Higher Education Fall 2014 Conference: Pathways to Potential at UCO from 8:00 a.m. – 3:00 p.m.
- November 21, 2014 – Teaching and Learning Series, “The First Four Weeks,” at 12 p.m. in the Goodyear Room.
- November 21, 2014 – Last date to withdraw from a class with signature (12/16 week courses)
- November 23, 2014 – Deadline to complete the Faculty Information Form (FIF) for the mobile pilot testing of course evaluations
- November 24 – December 5, 2014 – Students complete survey for mobile pilot testing of course evaluations
- November 26-30, 2014 – Thanksgiving Holiday
- December 2, 2014 – Last date to withdraw from a class with signature (2nd 8 week courses)
- December 5, 2014 – New Faculty Follow-Up Session, 9:00-10:30 a.m.
- December 8-13, 2014 – Final Exams
- December 13, 2014 – Session Ends
- December 15, 2014 – Intersession classes begin
- December 16, 2014 – Plan of Study due
- December 16, 2014 – Final grades posted by 4:00 p.m.
- December 17, 2014 – Faculty Offices close at 5:00 p.m.
- January 6, 2015 – Intersession classes end
- January 8, 2015 – Screening of the movie “Fed Up” in Duncan followed by a discussion and Q&A (School of Education & Behavioral Sciences)
- January 12-16, 2015 – Welcome Back Week events (School of Education & Behavioral Sciences)
- January 19, 2015 – Dr. Martin Luther King Jr. Day Celebration Banquet, 6:30 p.m. in the Aggie Rec Center
- January 19, 2015 – CU Get Fit Challenge (Department of Health & Physical Education)
- February, 2015 – Guest speaker on Sustainable Agriculture (School of Science & Technology)
- February 13, 2015 – New Faculty Follow-Up Session, 9:00-10:30 a.m.
- February 19-22, 2015 – *The Heretic* by Richard Bean, University Theatre
- February 20-21, 2015 – Ribbon breaking and dedication ceremony for the School’s 4 Little Free Libraries (School of Education & Behavioral Sciences)
- March, 2015 – Jack Bryan – Journals, Sketches, and Paintings inspired by the Wichita Mountains (Department of Art)
- March 9-13, 2015 – *Building a Mentally Healthy Community: What are the options in Lawton?* Part One (School of Education & Behavioral Sciences)
- March 13, 2015 – Oklahoma Research Day
- March 27, 2015 – New Faculty Follow-Up Session, 9:00-10:30 a.m.
- April, 2015 – Invited speaker (Global Food Security), Dr. Roger Beachy, Founding Director, New World Food Center, University of California-Davis, TBA (School of Science & Technology)
- April 8-10, 2015 – Leslie Williams Cain – Visiting Artist (Department of Art)
- April 18, 2015 – *Healthy Outdoor Expo: Building a Healthy Community One Family at a Time* from 9:00 a.m. – 4:00 p.m. at the Wichita Mountains Wildlife Refuge
- April 23-26, 2015 – *110 in the Shade*, University Theatre
- May 8, 2015 – *Building a Mentally Healthy Community: What are the options in Lawton?* Part Two (School of Education & Behavioral Sciences)
- May 8, 2015 – Commencement
- May 11-12, 2015 – *Art and Jazz in the School Garden* (School of Education & Behavioral Sciences)