

**College of Liberal Arts
Chairs/Directors Meeting Notes
August 17, 2021**

Ms. Leila Melendez, Chief Executive Officer, Workforce Solutions Borderplex (presentation and Q&A)

Ms. Melendez discussed how they could establish a partnership to offer internships/work-experience assignments to students. They have an opportunity to provide students with experience in serving the various populations, including women with barriers to employment, individuals exiting the criminal justice system, and migrant workers. The presentation was sent to Chairs/Directors.

Dr. Maryse Jayasuriya

Tenure & Promotion

Dr. Jayasuriya reminded the Chairs/Directors about the upcoming deadlines for Tenure and Promotion. She will also be sending guidelines to them to be shared with the departmental committees and these guidelines will also be posted on our website.

Post Tenure Review

The reviews will be done through Digital Measures and the deadline for candidates to submit the materials is September 1st. She asked the Chairs/Directors to remind the faculty that are going up for review to submit by the deadline.

If there are any suggestions for improving the PAR process that is now done through Digital Measures, please email Dr. Jayasuriya and she will share those suggestions with the relevant people in the Provost's Office.

She asked the Chairs/Directors to check their respective departmental websites and update the information on their faculty. The announcement was made that Dr. Lois Marchino had passed away.

Dr. Cristina Morales

Dr. Morales mentioned that the College signed an agreement with the Rocky Mountain Restricted Data Center in Boulder Colorado. She will be sending information on the process to submit proposals and gain access to the data. The data is highly confidential and available at the individual-level that is not publically available. The Director and Census employee of the Rocky Mountain RDC plan to visit in September or October.

The College will be having the New Faculty Orientation for TN/TT/Visiting faculty on September 24th. If they have any faculty that are new and not on her list please notify her so she can invite them.

Dean O'Hearn

Faculty Workload Policy

Dr. O'Hearn mentioned that the new Workload Policy that was previously accepted was not approved by President Wilson. They will not be able to do a 2-2 workload.

It was decided that they will work on a College Policy first then get it approved and put a committee together to see what kind of wording to use. They suggested having a policy for each discipline. An idea is for the different divisions/disciplines to come together and look at the document. They can each appoint a facilitator and put this together. We will continue to work on this until it is approved.

September 10th - Faculty Emeriti Applications Due to Dean O'Hearn

September 14th – Next Chair's/Director's Meeting at 2pm, location tbd

September 21st - Fall Convocation at 3pm in Magoffin Auditorium

September 29th - CoLART Gold Nugget Reception, Wise Family Theatre at 5:30

October - CoLART New Faculty Orientation, date and time tbd