

**College of Liberal Arts
Chairs/Directors Meeting Notes
February 15, 2022**

Dean O'Hearn

- Dean O'Hearn wanted to share some good news with everyone and he showed a slide that was presented at the Dean's Council on the COVID-19 updates.
- **Communication Issues** – If there are any department issues that the Chairs/Directors would like to discuss, let the Dean know first. He will then consults with the Provost if needed.
- **Gold Nugget** – If the Chairs/Directors would like to nominate someone for our Gold Nugget award, fill out the nomination form and submit by February 28, 2022.
- **Promotion** – Promoting non tenure faculty is in place. They must be here for 5 years and they can notify Dr. Jayasuriya. If a faculty member was promoted the past 2 years and did not get a raise, send Dr. Jayasuriya an email.
- The Dean announced that Brenda has gotten off to a good start since Bere left and that Cecy will be retiring, but Edith Yanez will be helping in the Dean's Office. The funding is in place for the new Liberal Arts building, which will be behind the present Liberal Arts building.

Dr. Cristina Morales

- **Career Enhancement Awards** – An announcement was made regarding these awards and the deadline to submit the proposals is March 31, 2022. An email will be sent to all the faculty.
- **Dean's Lecture Series** – The Dean's Speaker Series is intended to give interdisciplinary research/creative groups money to fund visits by scholars to advance projects. We can fund up to \$6,000 per project. Applications are due March 21, 2022.

Dr. Maryse Jayasuriya

- **Liberal Arts Outstanding Awards Ceremony** – The last award ceremony that we had was in 2018; we will be bringing back these awards. They will be for Outstanding Administrative Support/Staff Award, Outstanding Faculty

Award, and the Horak Teaching Award. The ceremony will be in April. We will be sending out an announcement to “Save the Date” for this event.

- **Tenure & Promotion** – Dr. Jayasuriya is scheduled to meet with each candidate and their respective department chair in the month of February. If there are faculty who should be going up in this cycle (2022-2023) that we have missed, please email Dr. Jayasuriya and Estella. It is very important for Chairs to make sure that department records are accurate about when faculty members should be going up for tenure and promotion.
- **Third Year Reviews** – Notices for these reviews will be going out to the departments soon.
- **SACSOC** –Dr. Jayasuriya asked Chairs to remind their faculty to upload syllabus for each undergraduate course that they teach to Digital Measures in order to be in compliance with HB 2504.

Crystal Herman and Julio Rogers

- **New Advising Structure** – Julio announced that the new advisors are in place and they have been shadowing the veteran advisors. They will begin working on remodeling Liberal Arts room 309 and 310 soon so they can have all the advisors in Liberal Arts. Julio will be out on FMLA the end of this month, but they can contact Daniel Cereceres if they need assistance. The CLASS Center will be putting advising holds on the students to ensure they all are advised.

Dr. Alarid

- **Announcement** – Dr. Leanne Alarid announced that she would be stepping down as Chair of Criminal Justice August 31, 2022. Dr. Egbert Zavala will be new chair starting September 1, 2022.

Reminders:

February 28 – Distinguished Alumni and Gold Nugget Award nominations deadline
March 8 – Next Chairs/Directors Meeting (Tentative)
March 22 – Tom Lea Fellowship application deadline
April 19 – Liberal Arts Outstanding Achievement Award Ceremony, 4pm, location TBD