LACIT – Andy Castellanos
Andy notified the Chairs that they are upgrading all computers to Windows 10. He showed them the Resources that are on the College of Liberal Arts website and encouraged them to use them. He mentioned that they can upload any news or events on the University calendar.

Dean’s issues
Dean O’Hearn welcomed the new Chairs that will start the beginning of the fiscal year and mentioned that the MPA Program will be merging with the Political Science Department. The Dean reminded everyone to send us their requests for new hires for next year.

The handout for the Workload Policy was discussed and any comments/changes that you would like to submit are due the end of April.

Education boot camp (Crystal Herman)
Crystal mentioned that she worked with Dr. Rueben Moreno over spring break to put together boot camps for students to help them with their state exams. The results were great and at the end of the camp all the students passed the exam.

Tenure and promotion (Maryse Jayasuriya)
Dr. Jayasuriya announced that she had met with each of the candidates going up for tenure and/or promotion along with their respective chairs/directors in February. She created folders for external review on One Drive for each of the candidates and gave them access to their folders on April 5th; access to the folders will be taken away on May 31st. Dr. Jayasuriya also mentioned that Chairs/Directors should be reaching out to potential external reviewers at this point. She and the Dean will be happy to review lists of potential external reviewers. If candidates for tenure and/or promotion or their respective chairs/directors have any questions, they should contact Dr. Jayasuriya.

Assessment (Cristina Morales)
Dr. Morales notified the Chairs that the Assessments were coming along with the SACSCOC assessment, but that some of the departments were still missing information. Dr. Toni Blum will start looking at these and will send feedback to departments and programs if there are any questions.
She mentioned that for the Top Ten Seniors, there was only 1 Liberal Arts student that was awarded. She suggested that we develop a mentoring plan to get more of the Liberal Arts students recognized for this award next year.

In regards to funding opportunities, the notice of intent for the National Endowment for Humanities (NEH) summer stipends is due April 25th. ORSP is holding an information session on NSF Career on April 10th and 18th. All tenure track faculty in STEM related fields were invited.

**Reminders:**

April 11th – Arts & Humanities Career Enhancement Awards, 6pm, Centennial Museum
April 28th – Honors Convocation, 2pm, Magoffin Auditorium
May 16th – Liberal Arts Awards and Hooding Ceremony, 7pm, Magoffin Auditorium
May 18th – UTEP Commencement, College of Liberal Arts, 9am, Don Haskins