

**College of Liberal Arts
Chairs/Directors Meeting Notes
November 16, 2021**

Dean O’Hearn

Faculty Workload Policy Guidelines Update

Dr. O’Hearn reviewed the guidelines with the Chairs/Directors and mentioned several items:

- One of the main items is that they included “Interdisciplinary or Team Research and Education” and “Community-Engaged Scholarship”.
- Reminder that the Department workloads have to be approved by the Dean, but the College workload has to be approved by the Provost.
- It is important that this be done by March/April 2022.
- The workload policy is different from the faculty evaluation and there should be a separation between the two of them.
- The departments can work on their department workload and the Dean’s Office will carefully look through the document.

Reminders:

December 8th – Master’s Hooding Ceremony, 7pm, Recital Hall

December 12th – Liberal Arts Commencement, 1pm, Don Haskins

December 21st – Next Chairs/Directors Meeting (tentative), 2pm