The regular monthly meeting of the Department Chair’s Council was held on November 8, 2017 at the Downtown Campus BV 1.668. We did not have a quorum, therefore not votes were taken.

The meeting was called to order at 3:10 p.m. by the Council Chair (LeBlanc). Quorum was established.

3:10 Meeting called to order by Council Chair (LeBlanc)

3:17 Jesse Zapata filled in for Mauli Agrawal
   - Reminder of Downtown Anniversary Celebration
   - Diversity survey would be coming our way
   - All system schools would be investigating gender pay equity in the last spring/summer
   - Revised Emeritus Policy HOP would be available soon

3:20 Paul LeBlanc had the following announcements
   - Instructor initiated drops information
     - Participating faculty who want to participate must present syllabus to chair for review. Language is very specific; chairs must approve by December 15, so faculty should have it to the chair by December 8. Will be processed through ASAP. Only faculty wanting to use the process must submit the syllabi. Chairs must insure that the language is accurate.
     - Honors College is looking for faculty to serve in their college.
       - Pay is $5,500 per course.
       - Money is moved from Honors College to home department.
     - Dr. Eighmy is moving forward on several task forces

3:45 General discussion of chairs
   - Funds for graduate programs have been moved from Agrawal to Funk-Baxter
   - Issues with budget – timing, travel, hiring
   - Lack of user friendly process for budget, inefficient, lack of accountability.
   - Issues with HR
   - Issues with People Soft
   - Issues with Graduate School

4:40 Meeting was adjourned.