Notes from Department Chairs Meeting, April 25, 2006

The Associate Dean, Department Chairs, and the Director of Resource Management met from 10:00 AM-11:55 AM.

Last week, Gail had distributed a draft of the Strategic Plan to the Executive Committee, The Steering Committee, and the Strategic Planning Subcommittee. Gail wanted to get comments on the draft to the CBA Board of Directors, so we invited the remainder of the Executive Committee into the first part of the meeting to discuss the plan (there was a meeting later that day with the Strategic Planning Subcommittee and the Steering Committee had discussed it at their meeting the previous Friday). Kathy Krentler, Ken Marino, and Sandy Ehrlich joined us (Karen Courtney was out of town) for this discussion. Gail took the comments from the meeting and made another draft revision for distribution to all groups. We plan to distribute a version to the faculty and staff prior to the end of the semester.

Kathy stayed for the discussion of the next three items. The Chairs talked about the possible distribution of major course maps to their students by the end of the semester. This was in response to trying to help students schedule the appropriate courses and to meet the pre-requisites.

Kelly Doiron joined us for the next two items. Jim gave an enrollment update on Fall 2006 from a recent memo from Ethan Singer’s office. It appears that the number of community college transfers admitted to the university for Fall 2006 will be about the same for Fall 2005, but the university is anticipating an additional 700 freshmen to enroll. The impact on the college remains to be seen, but we anticipate an increased demand in IDS 180. With regard to upper division, if the number of community college transfers remains about the same, we still anticipate a slight increase in upper division declarants for Fall 2006 due to the increase in pre-Business majors from a year ago at SDSU. This past Spring, the university let in community college transfers and our upper division declarants were approximately 125 higher than Spring 2005. Jim made a table for the Chairs showing the difference in juniors in the major between Spring 2005 and Spring 2006. The increase in some of the majors will have an impact on the demand for Fall 2006 first courses in the major, after the core classes.

There was a discussion about summer 498/798/799 students. We will use the same enrollment criteria as last summer. Students will only be permitted to enroll in these courses if it is needed for them to graduate in summer or to clear a prerequisite class for them to take their capstone class to graduate in Fall.

(at this point, Kathy and Kelly left)

There was a brief discussion on staff implications on issues/decisions that come out of the meeting. We agreed that it is important that the chairs communicate to the staff on issues which arise at chair meetings that could require staff support in the department offices.
The Chairs were asked to complete their RTP criteria department policies (if not yet completed), originally due March 15, by the end of the semester. Jim said that the only issue in the RTP criteria policies that would be affected was the use of the journal list, which will be voted on by the entire college. If approved, it will be a college policy. Therefore, Chairs were instructed to have their departments complete their policies with appropriate criteria to be used if a journal list is not approved by the college.

The Chairs were asked to draft criteria for Teaching/Curriculum Grant proposals for next year, if money is available. Each chair will independently submit their recommendations to Jim, who will put them together for a draft document.

The Chairs decided we should honor outstanding graduating graduate students. Currently, we select our outstanding undergraduate student in each department, but for many years we have done nothing for the graduate students, who have the potential to make an immediate impact on the business community. We agreed to let each department select one MBA student and one MS student as their outstanding graduate students. Jim will ask Sandra Temores-Valdez and Shira Scott to generate the lists of December 2005 and May 2006 graduates and distribute that list to the Chairs to discuss with their departments.