

**Deans and Chairs, Minutes, October 3, 2011 –Dean Wright** called the meeting to order at 2:00 p. m.

### **Project in Lieu of Thesis Options**

**Dean Wright** explained that the procedure used for this method involved essentially taking a thesis track and implementing a project in place of a thesis. **Treise** pointed out that with some non-thesis programs, exams are given instead. **Wright** noted the issue with projects is that sometimes they are more time-consuming than a thesis, and said it depended on how many students and faculty were ultimately involved. He then reaffirmed the College's high level of productivity and merely wanted to touch base on this issue.

### **Faculty Research Agendas**

**Wright** suggested faculty present an entire agenda research for a number of years and have it updated yearly in a formal manner. He suggested bringing this into the evaluation process.

### **Lecture Hall/Lab Instructor Computers**

**Wright** announced that there had been discussion about the fact that not all of the computers in the labs are updated and asked if anyone else had been hearing about this matter. **Weigold** noted that some of his experience dealt with computers being unable to show videos at full capacity. **Wright** expressed the importance of keeping the computers new and updated. He also commented on the "time-out" and suggested it be lengthened to ensure that lectures aren't interrupted. **Dean Hon** mentioned **Johanna Cleary's** suggestion that there be a virtual suggestion box to log facility issues such as broken blinds, computer problems, etc. **Vettel** said that she would work on getting this put up on MyCJC.

### **Spring Registration and RCM**

**Wright** reminded everyone about being as efficient and parsimonious as possible about working out schedules, monitoring enrollment and getting the large lecture courses staffed and offered. **Vettel** explained that she had been working with **Walsh-Childers** on putting these courses on MyCJC to encourage students to sign up. She also said that they were working on posters, sandwich boards and Alligator ads and welcomed any input that anyone may have. **Carlson** inquired about how many people had joined Media and Society and **Ostroff** replied that there were currently 32. **Wright** discussed **Sandra Storr** leaving the College and that in her absence everyone would need to work together as a team to keep things running smoothly until someone else is hired.

### **ACEJMC Self-Study Report – Update and Next Steps**

**Hon** announced that the departmental meetings were now complete and thanked everyone for their cooperation. She said that she intended to roll out the Strategic Plan on MyCJC this week to allow faculty to look at it and have a chance to comment. She noted that this would give everyone three weeks to do so before she finalizes it for October 31. **Wright** pointed out how well **Hon** has done with telling the story of how fewer people have done so much more and added that this version was a lot more objective than in the past.

### **Old Business**

**Wright** talked about setting a deadline on getting job descriptions developed for upcoming faculty searches. He noted that the College would need to discuss whether or not to devote some of the money for these hires to salary equity. **Weigold** inquired on whether the new faculty searches would be done in the spring and **Wright** responded that spring would be ideal. **Weigold** pointed out how impressed he has been with all of the chairs' work on RCM and noted that each had come to him with great ideas. **Vettel** announced that the brochures for the departments went to the printer today and said they would be ready for the upcoming PRSSA conference in Orlando. **Carlson** updated everyone on the progress of the Digital Collaboration Suite and noted that although construction would be finished in five weeks, it would not open until January.

Respectfully submitted,  
Amy Belanger