**College of Arts, Humanities and Social Sciences**

Executive Council - Minutes

August 16, 2016 – 10:00-2:00 in Alumni Center, Klefstad Room

Present: Betsy Birmingham, David Bertolini, Jeffrey Bumgarner, Ann Burnett, Mark Harvey, Nancy Hodur, Daniel Klenow, Hardy Koenig, Mark Meister, John Miller, Carrie Anne Platt, Kent Sandstrom, Gwen Stickney, Michael Strand, Christina Weber

*AHSS Messaging and Social Media Campaign*

* Elizabeth Crawford informed the chairs/heads that students in her fall section of COMM 375 would be working on strategic communications and a social media campaign for the college and its units. She indicated that the theme for the campaign would be “Think, Act, Grow” (TAG). Dr. Crawford also noted that her students would be assigned to TAG teams that would write five stories about each department that chose to be involved in the campaign. She asked the chairs and heads to let her know if their department or unit was interested and, if so, who would serve as the departmental contact person for her class.

*Announcements and Reminders*

* Kent talked with the Executive Council (EC) about the Bison Bidders’ Bowl fundraising event and asked them to contact him if their department would like to sponsor or co-sponsor a table at the event.
* Kent informed the EC that the AHSS budget advisory group would be comprised of the following individuals: Mike Christenson, Rooth Varland, Bruce Maylath, Gwen Stickney, Kjersten Nelson, and Zoltan Majdik. These faculty members were selected based on nominations submitted to the dean. Other factors that were considered in forming the committee included a balanced membership with respect to gender, size of department, and each of the three divisions of the college (arts, humanities, social sciences). Also, only tenured faculty were invited to serve on the committee because of the challenging recommendations they might have to make.
* The dean reminded the EC to encourage their colleagues to attend the town hall meeting regarding the budget situation scheduled for 3:30 PM on Tue., 8/30, in Beckwith Recital Hall.
* Kent discussed the dean’s office staffing situation. Nancy Nelson will not be replaced in the near future because of the hiring freeze.
* The dean provided the following reminders to the EC:
* The College picnic is scheduled for 5:30 PM on Wed., 9/7, in Oak Grove Park)
* Nominations for the AHSS outstanding educator award are due on 9/2
* Nominations for the AHSS distinguished alumni nominations are due on 9/10
* Scholarships will be handled through the Academic Works system in the future. Kent shared links to relevant videos about how to use this system to the chairs/heads and asked them to inform their departmental scholarship coordinators
* The National College Fair will be held from Oct. 4-5 in Minneapolis. Participants will include Michael Strand (Art), Stacy Jordet (ALA), Mike Weber (DPA), Steven Briggs (CJPS), and the dean or a representative from the dean’s office.
* The associate deans will be dividing up duties in way that will allow Christina to focus on faculty matters and Carrie Anne to focus on undergraduate education.

*Faculty Mentoring, Teaching Cafés, and Peer Reviews*

* Christina discussed events she was planning for faculty mentoring and development. These events will include a new faculty orientation, a “meet and greet” for the new faculty, a mentoring group for probationary faculty, and a mentoring/book discussion group for midcareer faculty.
* Carrie Anne will be focusing her efforts on teaching collaborations and sustaining teacher morale. She will be expanding the teaching café sessions in the fall to form more than one group, to schedule the cafés more frequently, and to make them more thematic. Carrie Anne will also be introducing a “featured teacher” component to the AHSS Facebook page, and she will be sharing ideas about how the college could do more in the area of peer review of teaching, particularly to encourage more peer feedback and collaboration.

*Case Study Discussion*

* The Executive Council discussed case studies prepared by the dean.

*Visioning and Leadership*

* The Executive Council considered their leadership styles and strengths, and they discussed the challenges and opportunities they face in the year ahead.

Meeting adjourned at 1:55 pm.

Submitted by Kent Sandstrom