

**Minutes, Deans and Chairs Meeting
June 26, 2017**

McFarlin called the meeting to order at 2:00 p.m.

2017-18 Institutional Effectiveness – Plans Due on July 28, 2017

- Weigold discussed the assessment of learning outcomes for each department, related to SACS accreditation. He also discussed the 2016-2017 Institutional Effectiveness Plan

Flanagan Lobby

- McFarlin discussed a bequest left to CJC's public stations and mentioned some may be used to update the Flanagan Wing lobby space. She will be sending more information and inviting people to join a planning committee.

Minority Recruitment Video – Knight Division

- Graham discussed the minority recruitment video created by the Knight Division. It will be sent to schools and student organizations.

Sunshine and Email

- McFarlin reminded the group of Sunshine Laws regarding communications.

Adjuncts and Graduate Assistants

- Treise discussed questions from faculty, graduate, and doctoral students regarding adjuncts, distance classes, and graduate assistants.

Lecturer Positions

- McFarlin reminded the group to provide their lists.

Open Discussion

- Discussion of faculty retreat.
- McFarlin updated that all four tenure and promotion request have been granted.

Attendees

Diana McFarlin, Spiro Kiouisis, Randy Bennett, Jodi Harrison, Margaret Gaylord, Tom Kelleher, David Ostroff, Ted Spiker, Debbie Treise, Michael Weigold, John Wright, Sarah Fitzpatrick, CJC Deans and Chairs

Meeting Adjourned at 2:46 pm