

Minutes for Council of Department Heads
Meeting:
26 March 2019.

1. Provost Smith thanked departments for *greatly improved schedules and maps*.
2. Monday marks start of registration – *if your wait list gets large, feel free to add extra classes*.
3. We need more *face-to-face classes for summer*.
4. We have 77% of last year's summer enrollment as of today.
5. There will be a *day-long work-shop* for deans, directors, and department chairs this summer.
6. *Merit pay* was approved by the legislature, and awaits approval by our governor.
7. On merit pay, Dr. Most asked if HR could pull all retirees or those not being retained for next time around.
8. Dr. Nikolova, newly crowned Head of Modern and Classical Languages, asked for advice on *approving a faculty-authored book for use in that prof's class*. Provost noted we have a committee that vets this process.
9. *Faculty salary study is nearly complete*. We need to complete the staff salary study, compare the two, and then determine financial needs.

10. *HR asks us to keep track of retired State of Georgia employees applying for positions with VSU.* Please send them an email if you have a finalist with this status.

11. HR asked how they could assist with better support, rubrics, meetings, etc., to *assist search committees.* These will mesh with 1-USG.

12. *Performance Management* is done by 2 April 2019. Good idea to speak with your office workers before they see the report.

13. Board of Regents is reconsidering how we employ part-time faculty. *It might be possible for them to teach four classes in one term,* and as long as there are no more classes, there would be no need for ACA benefits.

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