

COEBS Department Chair's Meeting  
Wednesday, July 10<sup>th</sup>, 2024  
10:00 am  
Ed/Comm 330

Members Present: Drs. Annette Hux and Loretta McGregor; Dr. Asher Pimpleton-Gray; Dr. Amand Wheeler-Gryffin; Dr. Joanna Grymes (via Zoom); Dr. Alicia Shaw

The meeting opened at 10:04 am.

1. New faculty orientation is scheduled for Friday, August 16<sup>th</sup>.
2. The fall faculty Conference is scheduled for Monday, August 19<sup>th</sup>. The time and place are to be determined.
3. The COEBS Opening Faculty Conference is scheduled for Monday, August 19<sup>th</sup>, following the campus-wide faculty conference. The COEBS Dean's office will provide lunch for all attendees. The meeting will be held in the Hames Room of the Centennial Bank Arena.
4. Dr. Hux introduced and welcomed the new interim department chairs within the college: Dr. Joanna Grymes and Dr. Alicia Shaw.
5. The Interim Dean asked the department chairs to schedule individual appointments with her to discuss their fall faculty workloads.
6. Dr. Hux informed members that RisePoint purchased Academic Partnership (AOS). All current contracts with the company will be reviewed. It is possible updates regarding revenue sharing.
7. Phylis Hatfield, a representative for RisePoint, will be on campus on Oct. 8<sup>th</sup> and 9<sup>th</sup> to discuss the new partnership.
8. Dr. Hux shared a budget report with members and noted that the administration has not provided the totals for indirects and revenue sharing. However, the revenue-sharing process will remain the same as last year's. The administration will review the percentages of distribution for each college/department.
9. <sup>1</sup> Dr. Wheeler-Gryffin shared that she was informed that future revenue sharing totals should be available after the 8<sup>th</sup> week of each academic term.
10. Dr. Hux recommended that new chairs regularly check their budget lines to ensure that all funds have been correctly distributed.
11. Dr. McGregor informed the group that there are vacancies on some college committees and that she will send an updated list to all department chairs. She will ask the chairs to recommend or appoint representatives for each vacancy.

**ADC Updates**

1. Deans were informed that the incoming first-year class is the largest seen by A-State since 2015. The university will also have the largest number of returning and international student populations. Deans are to reassure their faculty

COEBS Department Chair's Meeting  
Wednesday, July 10<sup>th</sup>, 2024  
10:00 am  
Ed/Comm 330

- members and request their patience and cooperation in helping all students feel welcome on campus. The Provost noted that the large number of students will present new and unique issues but noted we will deal with them as they occur.
2. The University of Arkansas (UofA) now has a billboard located within the city limits of Jonesboro. This implies that A-State is becoming more attractive to students and is viewed by UofA as their competition. It is believed that the University of Central Arkansas (UCA) will soon place a billboard in Jonesboro.
  3. More students also means there may be a need to raise current class sizes or add new sections for some courses.
  4. Dr. Pimpleton-Gray noted that the courses in her department are currently set to room capacity. Dr. Wheeler-Gryffin concurred. Dr. Hux pointed out that centralized scheduling will overtake the classroom capacity argument. The group agreed that specialized student needs may require some classes to stay in their initially assigned locations.
  5. The group discussed the need for a standardized college approach to addressing the issue of teaching loads based on class size and the appointment of academic assistants based on class size. The current class sizes for the assignment of academic assistants in AOS vary by department and range from 25 to 35 students in the course.
  6. Every department is asked to create an adjunct teaching pool. Dr. Pimpleton-Gray recommended that each department put together metrics regarding the number of adjuncts hired and students taught by adjuncts. The rationale is to use the data when requesting new faculty lines. This will be done for the Bachelor of Arts in Psychology degree program.
  7. On August 16<sup>th</sup>, the university will host an International Student Orientation in the student union. Department chairs are invited to attend.
  8. Faculty members are asked to record WN grading. WN grading is the final checkpoint to ensure students are properly enrolled and attending class.
  9. Department chairs and deans are asked to consider using the campus print shop for their printing needs (e.g., giveaways, tee shirts, etc), before seeking vendors off campus.
  10. The Provost expressed a desire to eliminate stipends for duties performed. If the duty is essential, it should be written into the job description, and the salary adjusted accordingly. Individuals currently receiving stipends will not be affected by the change. Chairs may continue to use revenue-sharing profits to

COEBS Department Chair's Meeting  
Wednesday, July 10<sup>th</sup>, 2024  
10:00 am  
Ed/Comm 330

supplement salaries when deemed necessary. The average course supplement for the college is approximately \$3500 per semester.

11. Course releases no longer must be approved by the Office of Academic Affairs. However, department chairs must justify the course release and share this information with the Dean's office.
12. Chairs are asked to set personal goals for this year. These statements will be compiled and sent to Tonda. Dean Hux will share them with Academic Affairs. The due date is July 19<sup>th</sup>. McGregor will send a reminder on July 18<sup>th</sup>.
13. The Provost noted that COEBS leadership needs to improve the working relationships among and within department members. To start this process, Dr. Hux would like to attend at least one department meeting in each area.
14. The Provost's office will hire additional support for formatting theses and dissertations in ProQuest.

**Department and Program Updates**

Community Outreach and Engagement: Dr. Bowser

1. Transitioning from the PEP office to the Community of Outreach has been challenging.
2. The office is located on North Johnson St.
3. Dr. Bowser is currently working with the directors of all centers to see how they can collaborate and have a more significant impact within the Jonesboro community.
4. She desires to create a summary report of all centers' actions to present to the Dean.

Psychology and Counseling: Dr. Pimpleton-Gray

1. Many of the HOWL services have moved to North Johnson and are open to the community. The services in EdComm building will primarily serve individuals on campus.
2. The department completed six successful faculty searches. These individuals will start in August.
3. Three searches are slated for the fall, and two more requests are coming forward. One is to for support in the BA psych and clinical mental health programs. The

COEBS Department Chair's Meeting  
Wednesday, July 10<sup>th</sup>, 2024  
10:00 am  
Ed/Comm 330

School Counseling program will undergo a needs assessment to determine the need for new hires.

Teacher Education: Dr. Joanna Grymes

1. The department has lost several adjuncts and needs to fill full-time positions at its centers before school starts in August.

Health, Physical Education, and Sport Sciences: Dr. Wheeler-Gryffin

1. Three faculty members departed on May 15<sup>th</sup>.
2. The department wants to search for two positions in Fall 2024 with a possible start date of Spring 2025.
3. Dr. Lance Bryant has returned to the department and leads the sports management degree programs.
4. The department will explore the feasibility of revamping the sports management and physical education degrees into one degree with two tracks.

Education Leadership and Curriculum Education: Dr. Shaw

1. The department has a new interim chair. 😊
2. The interim chairperson met with the doctoral degree program faculty and the meeting was “successful.”
3. All program students will format their dissertations for ProQuest ONLY. No other formats will be required or accepted.
4. The department has a Wake Forest grant to incorporate the *Character Centered Leadership* model into its curriculum and anticipates expanding it to the undergraduate curriculum.

COEBS Department Chair's Meeting  
Wednesday, July 10<sup>th</sup>, 2024  
10:00 am  
Ed/Comm 330

**Upcoming Events**

Wednesday, July 24 <sup>th</sup> @ 10:00 am	Next department chairs and directors' meeting
Thursday, August 1 <sup>st</sup>	10-week summer courses end
Monday, August 5 <sup>th</sup> before noon	10-week summer grades due
Wednesday, August 7 <sup>th</sup>	7-week summer courses end
Friday, August 9 <sup>th</sup> before noon	7-week summer grades due
Saturday, August 10 <sup>th</sup>	Commence
Friday, August 16 <sup>th</sup> (TBA)	New Faculty Orientation
Monday, August 19 <sup>th</sup> (TBA)	Fall Faculty Conference
Monday, August 19 <sup>th</sup> 1:00 pm	COEBS Fall Faculty Conference Hames Room
Saturday, October 5 <sup>th</sup>	Homecoming A-State vs. South Alabama
Saturday, October 26 <sup>th</sup>	COEBS has Football Suite A-State vs. Troy