Council of Chairs Meeting
Thursday, March 21, 2019
10:00 AM – 11:45 AM
UH 237

AGENDA

Approval of Summary Notes from the February 28, 2019 meeting.

1. Dean’s Office Report and Discussion
   - Proposed equipment approval for general and lottery funds (see attached)
   - Enrollment management
     - Spring targets
     - Course cancellations and consolidations
     - Fall schedule build
   - Semester classroom allocation
   - Proposed semester calendar for 2020-2021 (see attached)
   - Departmental welcome message included in students’ acceptance letter: due end of March
   - List of courses for high school students to choose on Google Docs: due end of March
   - Fontana High School Principal’s Visit tentatively scheduled for Thursday, April 25, from 2 to 4
   - “Career Options for Degrees in Arts and Letters” page on CAL Website
     - See, for example, CSUN College of Humanities
   - Spring Council of Chairs Meeting Schedule (see attached)

2. Budget
   - Budget request

3. Discussion on the proposed annual evaluation of chairs

4. Announcements: Faculty Achievements, faculty searches, Q2S, etc.

5. Time certain 11:15 AM: Angela Arteaga, Internship Career Counselor

6. Additional items