The meeting was called to order at 1:30 p.m. in Library 201.

J. Wade welcomed invited guests E.J. Keeley and S. Street to the meeting. E.J. Keeley informed chairs that a SACS five-year review is coming soon and that the review is based on 2010/11 assessment results. EKU will be found out-of-compliance if data is not in good shape. After conducting a review of assurance of learning data in Tracdat, S. Street reported that she found that there are four programs in CAS doing exemplary work. Representatives from each of these four programs were invited and each made a presentation on their program’s assurance of learning assessment process. The representatives were A. Strait (PSYC), J. Harter (ECON), C. Taylor (HIST), and K. Carmean (SOC). E.J. Keeley reminded chairs that everyone has a lot of leeway and that if a department finds that something is not working they need to make changes and document those changes. E.J. Keeley also noted that it is important to go back and reflect annually. S. Street distributed a General Guidelines for Reporting Assurance of Learning Results handout outlining what is needed. Chairs were informed that reports need to be clean by the end of this semester.

T. Otieno reminded chairs that College Committee nominations are due by March 30. He reported that most departments have already submitted their nominations.

T. Otieno informed chairs that applications for Roark Lecturer, Junior Faculty Summer Research Awards, and Research and Scholarly Achievement Awards are going to web-based online applications linked from the CAS webpage for use next fall. Chairs were informed that this new process should be very helpful for all involved.

J. Wade informed chairs that the new computer (laptop) rollout will occur in the next month or two. It was reported that an IT representative discussed this topic with chairs at the last Chair’s Association meeting.

Good of the Order:

J. Wade reported that the Implementation Team has created three sub-groups to review “It’s Your Turn” proposals.

J. Wade distributed a handout - “We Care Student Success Workshop for “First Responders” registration form. Chairs were informed that it was expected that each unit, at the cost of $200 per participant, would send at least one AA to attend the one day development workshop. It is anticipated that there will be three one-day workshops during the first week of June.

J. Wade provided an update on budget review. After some discussion, J. Wade informed chairs that there would be further budget discussions at Wednesday’s Dean’s Council meeting.
Chairs were reminded that the Roark Lecture reception with lecture presentation by R. Jones, Foundation Professor of Biology, is tonight beginning at 6:30pm, in Walnut Hall.

L. Newhart announced an Oxford Style Debate - Electronic Disclosure of Classified Government Information, tonight at 7:30pm, in Wallace 149.

L. Noblitt reported that the EKU Mock Trial team recently competed in the American Mock Trial Association National Opening Round Championships in Greenville, South Carolina. One member of the team, Z. Caldwell, was selected to sit with Justice O’Connor at lunch. Chairs were informed that EKU’s Mock Trial team has advanced to the next level of competition in Minneapolis, MN.

There being no further business, the meeting was adjourned at 2:27pm.

**The next CAS Chair’s Meeting is scheduled for Monday, April 9, 2012, at 1:30p.m., in Library 201.**