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

J. Wade informed chairs that all position searches are frozen. Chairs were informed that the Provost is creating a form to be used in the process of justifying critical positions. All approvals to unfreeze lines must be approved by the President. Chairs were informed that they could continue the screening of applicants however they cannot invite any candidates to campus for interviews. Departments may interview their top candidates via teleconference and must keep in mind that all remote interviews must be handled in the same manner. Approval of short lists of candidates by Equal Opportunity Office must be received before proceeding with teleconference interviews.

J. Wade distributed two handouts provided by S. Street, and E.J. Keeley. Chairs were informed that a SACS midpoint review is scheduled for fall 2012 and that 2010/11 data must be in good order in TRACDAT by May 2012. Everyone must update data or EKU will be out of compliance. If a program is not on the list it is out of compliance. Chairs were instructed to contact S. Street if they have any issues. J. Wade reported that S. Street and E.J. Keeley will be guests at the March 26 Chairs Council meeting.

Chairs were provided with a handout on Orientation courses, now referred to as “Student Success Seminars.” All faculty teaching ASO 100 must attend orientation training and sign an instructor agreement. All ASO 100 sections will meet over a 16-week period and standard text will be used. C. Taylor reported that the Chairs Association meets next Wednesday and representatives will be there to discuss orientation and financial aid.

Chairs were provided with a handout on financial aid and discussed changes in Pell Grants, loan rates, required student course completion rates, and the impact of repeated courses.

J. Wade announced his appreciation for the great turn out at the Honors Recruiting Event (February 4).

Chairs were reminded that there is a CAS Mentoring Luncheon on February 8, in the Powell Cafeteria, from 11:00 am – 1:00 pm.

Good of the Order:

C. Taylor announced that there is a special Chairs Association meeting scheduled at 2:00 pm, Friday, February 10, in the Jaggers Room of the Powell Building to review the revised Promotion and Tenure document.

J. Wade announced that the chair’s meeting scheduled for February 27 is cancelled.

There being no further business, the meeting was adjourned at 2:17 pm.

The next CAS Chair’s Meeting is scheduled for Monday, March 12, 2012, at 1:30 p.m., in Library 201.