

College of Arts and Sciences
Department Heads/Directors Meeting
Minutes

November 1, 2006

Dr. Arant introduced Mr. Lee Waskom, President, ULM Bookstore; Mr. Ricky Guerreo, ULM Bookstore Manager; and Ms. Carol Ann Tubbs, Administrative Coordinator, ULM Bookstore. Along with Mr. Mike Trevathan, Mr. Waskom discussed the process used for ordering and supplying textbooks to students.

Mr. Waskom said he was very pleased with the response to the Warhawk merchandise. The Bookstore hopes to have a bigger variety of Warhawk products in the near future. Mr. Waskom said to contact him if any group wishes to have products displaying their logo.

Mr. Trevathan stated that the book store has had students attempting to sell back books that do not belong to them. Caution students to be careful with their books.

Mrs. Gregory asked that catalog changes for new faculty, faculty changes, such as promotion, etc., and faculty that have left or are leaving be sent to Ms. Clara Adams by December 9th.

The College Curriculum Committee informed the department heads that 400-level courses will not be looked on favorably if they do not have prerequisites. All existing 400-level courses should be reviewed.

The College should make a contingency plan for a 5% budget cut. Dr. Arant instructed the Department Heads to create a plan for the 2007-08 academic year under the assumption that no positions will be filled and that there will be no extra TBE money. They should also make plans for Summer I & II with the present faculty.

The College Steering Committee recommended that the dean position in the College be put on hold for a year. Dr. Richters rejected the recommendation.

Dr. Arant said that all departments should continue advertising and interviewing candidates for vacant positions and departments that are in the process of accreditation should proceed.