Memorandum

Date: November 22, 2004

To: HHD Faculty

From: Advisory Council

Re: Summary of actions

Members attending: Lynn Marlow, Janis Bullock, Mark Nelson, Tim Dunnagan, Lynn Owens, Lynn Paul and George Haynes

The purpose of this Advisory Council meeting was to discuss the faculty and staff survey data and generate a proposal for Departmental aspirations, goals and actions. The Advisory Council gleaned two major aspirations from the survey data: Engaging in interdisciplinary activities and producing the highest quality programs. The goals and actions proposed to address these two aspirations are summarized in the following:

I. Engaging in Interdisciplinary Activity
   a. Goal 1 – to increase collegiality
      - plan the next annual retreat with the focus on team building
   b. Goal 2 – to increase knowledge of teaching, research and outreach in all programs in HHD (learn about what others are doing)
      - institute faculty/student seminars next semester
   c. Goal 3 – to increase morale
      - plan more social events
   d. Goal 4 – to increase bridge building among colleagues and across campus
      - allocate FA/IDC money for interdisciplinary projects
      - continue Advisory Council interviews (meetings) with faculty and staff.

II. Producing the Highest Quality Programs
   a. Goal 1 – to increase the number of student credit hours (SCH) and majors in the Department
      - participate in MSU Fridays and other recruitment events
      - support the advising center
   b. Goal 2 – to review programs (assess meaningfulness, marketability and impact)
      - engage in a substantive program review with the goal of consolidating several of HHD's program areas (or options)
   c. Goal 3 – to increase external funding

- use FA/IDC funds for capacity building, instruction and assistance to garner external funds
- actively encourage entrepreneurial activities.

The next step in this process is to assign an individual responsible for implementing each of the action plans and schedule a time for completion of each action item. The next Advisory Council meeting will be on Thursday, December 2.