**Chairs’ Meeting**

**Friday, October 8, 2021**

**In Attendance:** Dr. Jeff Allen, Dr. Sara Michaliszyn, Dr. Dana Davis, Dr. John Hazy, Dr. Nancy Landgraff, Dr. Nancy Wagner and Dr. Mary Yacovone

**Announcements**

* Dr. Sara Michaliszynwas welcomed as the new Associate Dean to the Bitonte College of Health and Human Services.
* Dr. Mary Yacovonewas welcomed as the Acting Chair of Health Professions.

Discussion: Senior Academic Advisor Mrs. Susanne Miller spoke on behalf of the upcoming University events which will require representation from our college.

**Result/Action:** Chairs were asked to send Mrs. Miller a list of those who could attend Penguin Preview Days.

Discussion: Dean Jeff Allen presented three separate areas to be addressed:

1. Need to get students insights and perceptions of the college
2. Curricula efficiency
3. Resourcing space needs for faculty and staff

**Result/Action**:

1. BCHHS Ambassadors will play a more important role in social media and a newsletter
2. Changing needs in healthcare need to be made known to become a more efficient curriculum
3. BCHHS has growing graduate professions and another nursing program staring in next fall

Discussion: Dr. Sara Michaliszyn discussed the Dean’s excel spreadsheet with the objective of cleaning up the catalog.

**Result/Action**: If the class hasn’t be taught in a few years, it should be dropped. If a lecture class is running with less than fifteen (15) students, there needs to be a decision made as to whether continue the class or try to find ways to fill it.

Discussion: What time and days are best for Chairs’ meetings:

**Result/Action:** Meetings will be held every other week on Fridays at 9 am.

The next meeting will be held Friday, October 22, 2021.

Minutes Respectfully Submitted by:

Jenifer A. Miller

October 14, 2021