Director’s Cabinet

June 19, 2022

Tentative Agenda

1. College Updates
   1. Discussion of Investment Pool Proposal
   2. Administrative Discretionary Increases (ADI) - $40,386 (includes fringe)
   3. Enrollment Policy (Enrollment minimums beginning spring 2022: 8 for grad; 14 for upper level; 20 for lower level)
   4. Workday begins July 1
2. Program Area Updates
   1. Assistant Directors: Adjunct Performance Reviews are due by June 30; Debbie will send forms and SPIs for comments.
   2. Administrative Coordinators are defining duties; will alternate remote work days at CMB
   3. Faculty Status
      1. New Resignations: Kevin Smith (MPM); Regina Francies (COM)
      2. New Hires: Cheryl Briggs (FIEA); Utsab Das (FIEA); Gabrielle Jarmoszko (COM); Noah Hunter (GaIM); Betsy Kalin (FILM); Georg Koszulinski (FILM); David Negrin (GaIM);
      3. One-Year Visiting Lecturers: David Bailey (FILM); David Morton (FILM); Suzy Prentiss (COM); Sarah Tice Beckler (FILM); Bruce Wood (FILM); Jimmy Schaus (FILM);
      4. One-Year Visiting Instructors: Willie Gant (GaIM); Jaeron Joyner (COM); Daria K. Kinyagovskaya (GaIM);
   4. Search Update
      1. Mass Media – 4 finalists
      2. Film -
      3. FIEA – Utsab Das
3. Academic Affairs
   1. Nan will oversee credentialing (FQMS) under new system; ADL and IDL training
   2. Scholarship Review Process
4. Faculty and Staff Relations
   1. Office assignments
   2. All School workday and Program Area meetings; rooms reserved; check with GTA training
   3. New faculty and staff mentoring program
5. Advising and Enrollment
   1. Summer 2022 update
   2. Fall 2022 update
   3. Orientations underway
   4. Schedule building begins June 24
6. Communication
   1. Review of annual report
   2. Majdulina (Maj) Hamed is new OPS staff member for School publications working at CMB
   3. Swag Update
   4. Anticipated Assistant Director for Communication and Outreach – Katie Coronado
7. Facilities and Operations
   1. CMB Update
      1. summer construction projects
      2. Bistro in the Back
   2. NSCM Update
      1. Utilization of space
      2. Refurbishment and storage space needs
8. Budget and Finance
   1. Travel
   2. SET roles begin July 1
9. Other items?