**College of Arts and Sciences**

**Department Heads and Managers Meeting  
Friday, September 29, 2017  
8:00 am – 1:30 pm  
EMU Ballroom**

8:30 – 8:35 Breakfast is served

8:30 – 8:35 Welcome – W. Andrew Marcus

8:35 – 9:00 Introduction of Jayanth Banavar

9:00 – 9:30 Vision for the future of CAS – W. Andrew Marcus

9:30 – 9:45 Academic Affairs update – Scott Pratt

9:45 – 10:30 OA performance reviews – Annie Bentz

10:30 – 10:45 Break

10:45 – 10:55 Diversity initiatives – Karen Ford

10:55 – 11:20 CAS Updates

* Budget – Sherri & Andrew
* Metrics - Andrew
* Heads/Directors - Bruce
  + Heads training
  + Heads compensation schedule
  + Professional development fund policies deadline
  + Merit reviews
* Taskforces/workgroups - Bruce
  + Tykeson advising
  + Metrics
  + Dean’s Fellows
* CAS Calendar/Heads Digest - Miriam

11:20 – 11:45 CAS Space, Facilities and Projects - Bruce Blonigen & Cathy Soutar

* Facilities
* Space
* Projects
* Capital Projects: Tykeson Hall

11:45 – 11:55 Administrative services taskforce report - Sherilyn Schwartz

11:55 – 12:00 Concluding remarks – W. Andrew Marcus

Noon Transition to breakouts

Noon – 1:30 Lunch in breakout session rooms:

* Managers: EMU Ballroom
* Humanities heads: EMU Gumwood Room (#245)
* Natural Science heads: EMU Oak Room (#239)
* Social Science heads: EMU Maple Rooms (#240)