WheelerNotes:

Out of Here: Wheeler will be unavailable July 26 till August 4 as he and his spouse will be making a brief visit to Switzerland. Some have commented that this is a frivolous activity for a new dean during his first month in office, but rest assured that this trip has the serious academic goal of expanding the arts and sciences horizons of a benighted mathematician. Wheeler promises to take careful inventory of the flora and fauna of the region, immerse himself in the study of Rousseau and Duerrenmatt, and listen carefully to the melodies of Kirchener. It is a hard job, but someone has to do it. If issues arise during this period, Associate Dean Harris will make appropriate decisions.

Welcome Dr. Cathy Bennett: We are very pleased to announce that Dr. Cathy Bennett will serve as interim department head in the Department of Criminal Justice, Political and Social Science during this academic year while Dr. Donahue occupies an interim position in the Office of External Affairs. In conversation with some of her colleagues before making this appointment, Wheeler was promised that Dr. Bennett will probably be the best Department Head of the lot during this next year. Some of you old timers will need to shape up.

Final Tests (MWF, MW, M classes): Some departments have rules requiring that the last in-class exam of a class occur during the final examination period for that class whether that exam is a cumulative final or not. In general, I think this is good practice both because it avoids “test congestion” on the last two days of class and because the final examination week is carefully designed to “pace” students through their last testing ordeals. However, in Fall of 2001 this “good idea” is a necessity. Because of some unanticipated calendar issues, we will be dropping Monday, December 10 from the class schedule and making it an examination day. Hence we will be losing respectively 50 minutes, 75 minutes or 150 minutes from MWF, MW, M class schedules. The College of Arts and Sciences will respond in the following way: In all MWF, MW, M classes, the last in-class exam (whether cumulative final or not) should occur at the scheduled final examination period. Teachers in Monday-only classes will need to recover additional minutes by either reducing class breaks or extending periods briefly.

Cumulative Final Examinations: Comments above notwithstanding, cumulative final examination for all class periods (TR, MWF, and all other class schedules) are to be given in the time period specified by the Registrar’s Office. When designing Fall syllabi, faculty members need to remember that they have no flexibility in scheduling cumulative final examinations.

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**HarrisNotes:**

I will be sending to the A&S department heads mailing labels for students from the Georgia Certificate of Merit list who have indicated an interest in a major or career related to a major in that department. The Georgia Certificate of Merit is a list of rising seniors who are in the top 5% of their class at the over 400 public and private high schools in the state. These students have already been sent a general letter about the College of Arts & Sciences. A letter or at least a brochure from the department would be a valuable follow-up.

**Calendar Highlights:**

**Monday, August 13.** Department Heads and faculty return to campus. Academic Council Meeting 9:00 a.m.

**Wednesday, August 15.** A&S department heads luncheon/meeting 12:30 p.m., Faculty Dining Room

**Friday, August 24.** Submit name of the department representative to serve on the College of A&S Curriculum Committee. Representative is to be elected by the department faculty. The 2000-01 members were Peter Mellen, Judy Awong-Taylor, Leon Jaynes, Chuck Shipley, John Kearnes, Richard McGrath, Dick Nordquist, Mike Price, Tom Cooksey, Jim Brawner, James Handley, and Steve Taylor.

**Friday, August 31.** The Departments of AMT, LLP, and Psychology each submit the name of a newly elected representative to serve on the A&S Committee on Promotion and Tenure… “The departmental representative shall be elected by vote of the full-time, tenured and tenure-track faculty of the faculty of the department. Terms will be for three years.” Ron Beumer, Will Lynch, Chuck Shipley, Richard Cebula, Selwyn Hollis, and George Pruden will be entering their third year. John Kearnes will be returning for his second year.

**Monday, September 10.** Promotion and tenure applications are due to the department head. The department recommendation is due to the Deans’ office by October 10. Erik Nordenhaug and Jim Brawner are entering their 6th year toward tenure and must apply this year.

**DEANotes** is a quasi-weekly publication of the College of Arts & Sciences. Dr. Henry Harris is the editor. Some of the content of the publication will be informational content directed primarily at department heads. However, other parts of the reading may be of interest to members of the faculty of the College of Arts and Sciences. In addition to a limited paper distribution, **DEANotes** will be posted upon publication at the Faculty Resources Page of the web site for the College of Arts and Sciences.