

Department of Economics
Director of Undergraduate Studies
Submitted by Mary Hansen
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Plan for 2006-2007

The following plan is based upon the Strategic Planning Subcommittee [Report](#) of 11-16-05.

Startup Duties:

1. *Review 300-level course offering schedule; compare what's been offered and enrollments to what's on schedule;*

A list of recent offerings is [here](#). I plan to have a report on course enrollments completed by the end of spring break.

2. *Review current rules and on-line and paper publications for department programs and honors;*

I have identified a few errors on the web site and will work with Aaron to fix them.

- i. *Development of new advising forms that will make differences clearer, easier and faster to answer questions*

My first draft is [here](#). Comments appreciated. (I know it needs a bigger font!)

I have also been working on some web page content for a [Virtual Advisor](#). Your input is appreciated.

3. *Look at trends in enrollment numbers for majors/programs;*

I plan to have a report on these trends by the end of spring break.

4. *Cross tab double majors: where is main crossover? Who do we miss? What courses at 300-level might be of special interest?*

Ditto.

Ongoing Duties:

1. *Coordination with Chair and faculty on schedule of 300-level courses;*
2. *Repository of the rules for undergraduate programs, including Honors (including responsibility for announcing future changes and ensuring updates on the web);*
3. *Organization of regularly scheduled social-academic activities (lectures, alumni contacts, etc.) to encourage esprit de corps among majors;*

I am planning a two-year rotation of events:

	Fall	Spring
Every Academic Year	Choosing a Grad./Prof. Program	Alumni Networking Reception
Even-to-Odd Ays	Ph.D. Candidate Speaker (job talk practice)	Fed/Gov't Outside Speaker
Odd-to-Even Ays	Economics Faculty Speaker	NGO Outside Speaker

Lauren Wiedl and Camille Franklin of the Career Center will provide program for graduate/professional info session. Patt Oltmann (Career Center) and Sarah Green (CAS-Alumni Relations) will assist in organizing the networking reception.

4. *Preparation of annual report on courses offered and enrollments, and report on trends in majors by undergraduate program.*

This report will be prepared during summer for the previous academic year and presented at the first Council meeting of the fall semester.

5. *Recommending changes in requirements and/or requesting the department chair to form an ad hoc committee to make recommendations on changes as needed;*

No plans at this time.

6. *Honors coordinator;*
7. *ODE (honors society) advisor.*

I have sent an e-mail invitation to join ODE to eligible undergraduates, MA students, and Ph.D. students; I hope to have a roster before spring break.

I am looking into how to obtain student government funding for ODE.

I plan to invite ODE members/officers (when elected) to help me plan social-academic events, see above. ODE will also plan one recreational activity per semester. This semester we are planning a *Carcassonne* tournament. Finals of the tournament will be in Andersen Honors Lounge during the last week of March. (*Carcassonne* is a civilization-building strategy game. I also have some trading strategy games we might play. Many thanks to Kara for agreeing to help.)