

# Minutes of the July 19, 2011 Deans' Council Planning Session

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**Present:** Julie Coon, Mike Cron, Steve Durst, Fritz Erickson, Don Flickinger, Don Green, Robin Hoisington, Michelle Johnston, Ron McKean, Leah Monger, Dave Nicol, Bill Potter, Karen Strasser, Robbie Teahen, Kim Wilber

## **Student Wage Funding**

Student wage dollars do not carry over – they are lost if they are not used; use them as much as possible. Contact Kim Wilber for further explanation.

## **Base Funding for Academic Activities**

Fritz discussed base funding for activities including Martin Luther King week and the International Festival of Cultures. These activities will be funded in the amount of \$10K before they occur. This is a change from the former process that involved reimbursing activities upon their completion or on an as-requested basis.

## **Carry Over Funding (handout)**

Kim Wilber reviewed carry-over information (estimated amounts dated July 19, 2011).

**Action:** Kim will work toward adding a column labeled Encumbered Amounts. This will assist the Deans' Council in identifying funds that are encumbered for a project from those that are not.

## **Use of IRC 156 Classroom**

**Action:** Future discussion will take place both on IRC 156 and IRC 137 computer labs.

## **Hiring Processes**

Fritz led a discussion on the hiring processes. Discussion surrounded topics including the electronic hiring processes, diversity issues and challenges regarding securing qualified candidates and the length of time it takes to begin the hiring process until a candidate is hired.

Always contact the Provost for approval prior to extending an offer to the desired candidate.

### **HAF processing notes:**

- Do not check the "Reference" box
- Fill out information under the Recruitment Section
- The Provost's Office is working on developing a "quick" form with questions regarding basic hiring information. This is being done to help streamline the hiring process.

Fritz will continue to work on issues regarding the hiring processes as well as diversity issues and plans to continue discussing these issues at future Dean Council meetings.

## **Faculty Week Retention Summit (handout)**

The schedule was reviewed and the importance of focusing on student retention was discussed.

**Position Justification of Biochemistry Pharmaceutical Science F21539 (handout)**

Steve Durst presented the justification. When discussion concluded, the Deans Council members unanimously supported recommending that this position be posted.

Michelle Johnston gave an update of both the SPARC Strategic Plan and the FNTFO negotiations.

**Academic Reorganization (handout)**

Fritz led a discussion of the academic reorganization and reviewed a draft organizational chart of the Provost's Office. The following change will be made on this document:

- The Faculty Research Associate (a faculty on reassigned responsibility time) reporting line will be moved from the Provost to the Associate Provost of Evaluation, Assessment, Accreditation & Compliance.
- Fritz will make a decision regarding where the Director of Grants will report.

**Strategic Planning**

After discussion concluded, Fritz requested that each college approach their strategic planning using their own planning models and build on what they have already collected. Outcomes should be comparable to the Provost's major initiatives (handout). The Provost Office will collect their items to put forward.

**Action:** Submit completed strategic planning documents to the Provost's Office (forward to Robin at hoisingr@ferris) by the end of Fall Semester 2011.

Strategic Planning discussions will be continued at future Deans Council meetings.

Submitted by Robin Hoisington