

## **DEANS' COUNCIL**

### **MINUTES**

**February 24, 2009**

**Present:** Dan Burcham, Don Flickinger, Ellen Haneline, Michelle Johnston, Matt Klein, Ian Mathison, Leah Monger, David Nicol, Tom Oldfield, Nancy Peterson-Klein, Bill Potter and Robbie Teahen.

**Guest:** President Eisler, Kim Wilber and Enid Carlson-Nagel.

#### **Discussion with the President**

Follow-up overview of the contract maintenance meeting held on Sunday, February 21 was discussed. Both President Eisler and Dan Burcham felt that much progress was made. The President noted that since the planning has changed this year and includes an opportunity to talk about the outcomes of the colleges, he indicated that he would spend time with each college's leadership team as well as walk through their college. He also encouraged the Deans to participate in the President's Council meetings.

Don Flickinger questioned if the Deans were willing to come in early when the President attends Deans' Council. The Deans agreed that this would be best.

#### **Budget**

President Eisler discussed the Higher Education Appropriations Committee, the Stimulus Plan, as well as the Governor's budget proposal. Discussion followed on the housing and dining rates as well as tuition. President Eisler indicated that this would be discussed further in President's Council tomorrow.

#### **Sabbatical Leaves**

Don Flickinger indicated that the Board had many questions about the sabbatical leaves that were put forward. Dan Burcham stressed that funding needs to be determined up front next year. Discussion followed on how to handle this in the future, and the Deans agreed that a specified amount needs to be reserved for sabbatical leaves. The process and dollar amount needs to be communicated to the faculty prior to leaves being submitted. These total funds proposed also need to be shared with the Board before the sabbaticals are submitted. The suggestion was made that a few reports be presented at a Board meeting as part of the process also.

The Deans felt that sabbatical leaves and promotions should be contract issues. Dan Burcham indicated that they were both on the list and that he would speak to the President about sabbatical leave funding.

### **Phase 5 Renovations**

Don Flickinger indicated that the architect (Tower Pinkster) has been selected for the Phase 5 renovations. Tower Pinkster will also be working on East Campus apartments. He noted that Ferris had some concerns with last year's company so a RFP was requested. The deadline is tremendously aggressive, and a start-up meeting was convened after the Board meeting on Friday. The architects will be on campus this Friday and will want to physically be in the facilities and meet with the Deans. They will then return on Spring break for more detailed planning.

### **Annualized Planning**

Dan Burcham asked that Degree Works be revisited. He indicated that the Student Affairs staff will have problems implementing immediately. Dan noted that his staff would like to place this on hold and indicated that maybe something better would be developed before purchasing. Bill Potter indicated that he would have a proposal to the Vice President's office by Friday concerning this.

Discussion followed on the annualized plans and the need for budget information attached to those plans. Robbie reminded the Deans that the plans need to be forwarded to the Deans' Council by February 27 and that the discussion will take place on March 3. Dan will have less than two weeks to review and develop a plan for President's Council.

### **End of the Year Budget**

Kim Wilber distributed a handout requesting end-of-year budget clean ups by March 6 (instead of March 2). She asked that the breakdown of any budget requests be by the pooled account group or specific account codes per the Academic Affairs Policy Letter.

Kim also indicated that the colleges should do the contracts for the on-line faculty for summer, not CPTS, and that 6600, 6610 or 6660 should be used. Much discussion followed on who would be paying for the on-line faculty now. As soon as a determination is made, the Colleges will be advised.

### **Webex**

Enid Carlson-Nagel developed and distributed a grid for ITV costs and Webex. She explained that:

- FLITE 405 (currently is used) but has been cobbled together to make it work like Webex.
- Pharmacy 101 has not been tested for ITV.
- Pharmacy 110 – ITV capability but not usable due to lack of resources.

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- CSS 302 – ITV capability but not usable due to lack of resources (previous President did not want that capability in that room).
- Pharmacy – MERC – used regularly
- Pharmacy – KCMS – used regularly
- Kendall – semi-equipped but not functioning because of fire.
- Granger Center Atrium is fitted to do ITV but never activated, and a TV was never put in place.

Enid reminded the Deans that ITV and Webex are used differently. She also indicated that Webex is looking at the total package for better pricing due to usage.

Respectfully submitted,

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Executive Secretary to the  
Vice President for Student Affairs  
Acting Vice President for Academic Affairs