

DEANS' COUNCIL

MINUTES

September 15, 2009

Present: Fritz Erickson, Don Flickinger, Don Green, Ellen Haneline, Michelle Johnston, Matt Klein, Leah Monger, Ron McKean, Dave Nicol, Tom Oldfield, Greg Wellman and Robbie Teahen.

Guests: Andy Karafa, Grant Snider

IDEA Presentation (Andy Karafa and Grant Snider)

Andy Karafa and Grant Snider gave a presentation on the IDEA (Individual Development Educational Assessment) process that is being used in the College of Arts & Sciences for all non-tenure track faculty. A "Fact Sheet" of the IDEA program was distributed that included a guide that is used in the College of Arts & Sciences, Directions to faculty using IDEA, a brief description of IDEA Objectives, how to use additional questions with the IDEA system, copies of the survey form, and a Pre-Observation Form, Classroom Observation Form that are used.

The faculty using this system prefer it over the Student Assessment of Instruction format, as the IDEA system gives them feedback on areas for improvement.

They said they saw a correlation between the evaluations of professional courses versus general education courses. If the deans would like any of the material cited in the documents provided this morning, please contact Grant or Andy, and they will forward this information to them.

They also said the online version of the IDEA survey usually did not have as good a response rate, and they need to have at least a 60% response rate for the validity of the test. Some instructors have utilized awarding some bonus points for students completing the test as incentive for them to complete it, and this has worked well. Both Grant and Andy said they preach patience to faculty who are just starting to develop their IDEA assessment, as it can take a year to calibrate the forms to fit their course and their teaching style. Allied Health Sciences plans to implement a pilot for this assessment in their college.

Planning and Operational Planning

Fritz Erickson led the discussion on the planning process. He distributed a summary of FY09 Strategic Planning Initiatives that were funded. The deans asked what happens with initiatives that are proposed that did not have dollars attached to it. Fritz will follow up with Dan Burcham. It was decided the Deans' Council will meet Wednesday, September 23, 2009 from noon to 5:00 pm to begin a process of planning for the Academic Affairs Division. At the first meeting they will agree on norms – be able to debate merits of strengths, be fair, and not to take statements personally. This spirit needs to be accomplished with a sense of collaboration and self analysis/evaluation of Academic Affairs, colleges, etc. This is to be a constructive exercise. As the deans think of data they believe will be needed, please let us know.

Flu Contingency

Don Flickinger reported that they have not heard any negative feedback from campus community regarding the H1N1 contingency plan. He believes it is going pretty well. He met with Jim Rumpf on the H1N1 Contingency Plan. There was a discussion on hand sanitizer – do we as a division purchase this, or will it be handled centrally. Some of the colleges have already placed hand sanitizer in labs and department offices.

Negotiations Update

Dave Nicol and Don Flickinger reported the team is meeting next week.

Student Complaint Tracking

As part of our requirements for HLC reporting we now need to provide data on tracking of student complaints. Robbie distributed copies of the most recent update from HLC highlighting changes in reporting requirements.

Meeting Schedule

Fritz Erickson asked the deans for their input for the timing of the Deans' Council meetings. Do they feel they need to meet on a different day or should they meet more frequently than they do at this time. Fritz also would like to know how often the deans want to schedule their touch base meetings. This will be discussed at the next Deans' Council. Also, as a way to better learn about our programs, Fritz plans to meet with individual departments to learn about their programs. He asked the deans for their ideas on how best to approach this with the colleges.

Roundtable

- Fritz stated they are putting together a summary of the results of the budget meetings held with each of the colleges, and this will be sent to them as soon as it is available.
- The College of Engineering Technology student picnic is scheduled for Tuesday, September 15th in the Swan Parking lot starting at 6:30 pm.
- The College of Business student picnic is scheduled for Thursday, September 17 by east of the IRC Building starting at 5:30 pm.
- Michelle Johnston reported that 7 of the College of Education Deans at Michigan State Universities will be leaving their institution this year.

Meeting adjourned at 10:40 a.m.