

Deans' Council
Tuesday, February 17, 2004
9:00-10:00 a.m.
MNUTES

Present: Tom Oldfield, Dave Nicol, Laurie Chesley, Roxanne Cullen, Michelle Johnston, Tracy Powers, Richard Cochran, Bill Potter, Chuck Matrosic, Robbie Teahen, Jacque Hooper, Steve Durst, Kevin Alexander

Handouts: Agenda
Terrorism Training for First Responders – State Police
DRAFT Administrative Council Proposal
Academic Profile Assessment 2002-03

Tom Oldfield noted that Dr. Michael Harris will be attending this Saturday's Board of Trustees meeting.

1. Consortia Levy

Richard Cochran explained the funding for the consortia and he will be meeting individually with deans on how best to handle the consortia budget reductions. He'll share a summary of the meetings at a later date.

2. Administrative Council Proposal

A draft of the Administrative Council proposal was distributed and Tom Oldfield noted that there needs to be some kind of structure that includes dialogue between the deans and the Administrative Council. Discussion was held including: establishing the Council as a sub council of Deans' Council, meeting with them once per month; the Council could solve problems, apply solutions, keep minutia out of deans' daily work; the Council could work within the framework of existing policies or propose changes if the policies are not working. Deans were asked to send suggested changes to Mindy by Friday, February 20.

3. Response to Senate Budget Hearing Question

Tom Oldfield has been asked by Sally Depew to provide a list of the impacts on programming occurring as a result of budget reductions. These are in preparations for legislative hearings in March. Please send a list to Mindy no later than Wednesday, February 18.

4. Catalog

The deans were reminded that all changes to the web catalog are due to the VPAA's Office by March 1. Some discussion followed regarding notification to students on curriculums undergoing major revision. After discussing various alternatives, it was determined that deans can forward a request to Mindy to include a statement in a program sheet's narrative stating: "this curriculum is currently undergoing major revision. For updated information, please contact _____."

5. Other

Promotion/merit recommendations are due to the VPAA March 1st. Portfolios for those faculty listed on the “B” list should be forwarded along with the recommendations, as well as for any faculty member removed from the “A” list.

The Academic Profile Assessment for 2002-03 was distributed. Laurie Chesley asked deans to share the document in their colleges as appropriate.