

**Deans' Council Meeting
Tuesday, August 3, 2004
8:30-10:00 a.m.**

Present: Michael Harris, Richard Cochran, Chuck Matrosic, Jacque Hooper, Michelle Johnston, Matt Klein, Kevin Alexander, Bill Potter, Robbie Teahen, Dave Nicol

Absent: Tom Oldfield, Ian Mathison, Don Green

Special Guests: Dave Eisler, John Urbanick, Scott Thede

Handouts: Agenda
Organizational Assessment of Computer Support
The Flite Log – July 2004
Remote Database Access for Emeriti Faculty – August 2, 2004

ANNOUNCEMENTS

Dave Eisler stopped in the meeting to note that a reception for new faculty will be held on August 23 at his home. Invitations will be mailed shortly to all deans, as well as those department heads/chairs who have new faculty.

Richard Cochran distributed "The Flite Log – July 2004". He pointed out the information on the preliminary internal environmental scan. An external environmental scan effort involving students, faculty and administrators will commence in Fall 2004.

Robbie Teahen noted that UCEL and Macomb Community College recently made a presentation to the military group, TACOM (Tank and Automotive Command), regarding a possible partnership. The partnership would also involve the College of Business, FSU-GR, and distance learning. Dean Alexander suggested using Bob Buckingham as a resource with his military background.

Dr. Harris noted that he has met with all of the colleges except Technology, which is scheduled next week. The meetings have been very helpful and informative. Based on conversations with deans and department heads, he and the Academic Affairs staff are reviewing the role of the Academic Affairs office and staff responsibilities. There will be changes, but there are no specifics at this point, except that he will be handling the budget. He reminded deans that he has ultimate responsibility for Academic Affairs.

Dr. Harris also discussed the role of Academic Affairs and how that role fits with the work of the deans. A lot of work in this area needs to be done to present a cohesive mission. He asked deans to try to identify possible issues in advance and make him aware of them by either a phone call or during a meeting with him.

Dr. Harris met recently with Terry Doyle and noted he will be giving the new faculty a presentation on August 26 - Deans are welcome to come. He asked deans to send him a brief description of how new faculty are handled in each college. He suggested deans encourage their new faculty to use new teaching ideas, perform research, and engage in service. He noted that new faculty professional development is at the heart of what we

do at FSU - in their content area and in the art and science of teaching. We need to encourage utilizing new teaching methods.

He also suggested more evaluations of new faculty; classroom evaluations should include two individuals, not just one. In addition, he suggested that all classes should be evaluated at the end of a semester. Expectation of scholarship will be discussed as a group by Deans' Council.

1. Special Guests – John Urbanick and Scott Thede

Special guests John Urbanick and Scott Thede gave a presentation on Organizational Assessment of Computer Support. The deans were asked to make notes and send any comments and/or concerns to him via e-mail. Some questions were raised on whether there will be fees assessed per computer. It was noted that this is an important discussion that will continue in the future.

Dr. Harris noted that the Division of Academic Affairs looks forward to working together with Institutional Technology. The Deans' Council will continue their review of the suggested organizational assessments and there will then be a continuous dialogue where central issues will be identified. Dr. Harris asked Richard Cochran to lead the discussions, develop central issues and determine how to maintain an ongoing discussion on IT issues/develop relationship.

2. Kim Cameron Presentation

This item will be discussed at the next Deans' Council meeting.

3. Grievances

Dr. Harris noted that he will be involved in grievance issues, but the internal process is still being worked on. He noted that the deans need to find ways to diffuse some of the issues in the colleges before it becomes a grievance. It was suggested that Deans' Council meeting be used as a forum to discuss issues, how they may be applied to the contract, learn ways in which to deal with issues, and apply more consistency in handling issues/grievances across the colleges.

4. Honors/Undergraduate Research

Dr. Harris noted that it's very important to enhance students in research and asked deans to think how undergraduate research can be integrated, enhanced and supported. When asked his idea of undergraduate research, he replied that it's a student working with faculty to identify a research question, conducting research, writing a report/performing a project that deals with the identified research question and then presentation. He suggested that in the future a forum could be held where students can present their undergraduate research such as a symposium similar to a professional conference or showcased on the web. Dr. Harris asked Bill Potter to coordinate this topic by beginning with an inventory of current undergraduate research, resources used and what additional resources may be needed.

5. Agenda Items for August 17th Deans, Assistant/Associate Deans, Department Heads/Chairs Meeting

Deans were asked to forward suggested agenda items to Mindy. It was noted that introductions will begin the meeting.

6. General Education Point Person

Dr. Harris announced that Tom Oldfield will serve as the point person for general education for now.

7. Banner

Dr. Harris recently met with Suzette Compton regarding Banner. Academic Affairs representation is needed on Banner teams. Tom Oldfield currently serves on the steering committee. Mindy will send a list of committees and deans are asked for recommendations of staff to serve. Jacque Hooper will represent the deans on the Implementation Committee. All Academic Affairs reps on the different Banner committees will meet with Tom on a regular basis.

Other

Richard Cochran distributed copies of the "Remote Database Access for Emeriti Faculty".

Deans were reminded to submit 2-3 items where Academic Affairs can facilitate a better working environment for the deans. Suggestions have been received from Pharmacy, Education, Library and Arts & Sciences. The suggestions will be compiled in one document and distributed to Deans' Council members.