

Deans' Council
Tuesday, July 17, 2001
8:30-10:00 a.m.

Minutes

Present: Barbara Chapman, Dave Nicol, Laurie Chesley, Bill Potter, Matt Klein, Bruce Forintos, Ian Mathison, Greg Frazer, Richard Cochran, Chuck Matrosic, Tom Oldfield, Kevin Alexander, Nancy Cooley

Handouts: Agenda
Academic Senate Retreat Agenda
Educational Technology Advisory Committee Proposal - April 19, 2001
Recruitment Retention Policy Committee Report to VPs Burcham and Chapman
Continuing Educations' New Frontiers

Vice President Chapman welcomed and introduced Dave Nicol, the new College of Business Dean, and Laurie Chesley, the new Assistant Vice President for Academic Affairs. She also welcomed Chuck Matrosic, who is now serving as Interim Dean of the College of Technology.

1. Updates

Grants Director Search – Three candidates have been interviewed. After meeting with the search committee and making reference contacts, it has been determined that none of the candidates were a "good fit". The search is continuing and applications are still being accepted.

Grants Office Interim Leadership – Dr. Chapman noted that Al Uniacke will provide interim leadership/administrative oversight for the Grants Office until a permanent director is hired.

CTL&FD Interim Leadership –Laurie Chesley will provide administrative leadership for the Center until a new Director is hired. She has already begun to meet and work with the CTL&FD staff.

CTL&FD Director Search – Because of the nature of the Center, the search committee needs to actively involve faculty. Dr. Chapman is in the process of identifying the composition of the search committee with Laurie Chesley serving as chair. The position description has been reviewed and will be updated. Three faculty will be identified as members of the search committee and suggestions from deans are welcomed. A dean will be included on the search committee, also. The initial search committee meeting will held during kick-off week.

Kick-Off Week Activities and Notice to Faculty/Staff – Laurie Chesley updated the deans on Kick-Off Week Activities scheduled for the week of August 20 at the Holiday Inn. On Monday, Dr. Ellen Earle Chaffee, President of Mayville and Valley City State Universities will provide the keynote, "Organizational Change and Integrating Technology". President Sederburg, Vice President Chapman and Academic Senate President Cindy Konrad will provide updates as well. The Academic Senate Retreat is scheduled for

Tuesday. Wednesday is Faculty Development Day. Thursday will be the kick-off session for the New Faculty Transition Program led by Terry Doyle. A copy of the schedule will be mailed soon. Dr. Chapman asked deans to reinforce to new faculty the importance and expectation that they participate in the new faculty transition program.

Advisor Training – As part of the Retention Committee recommendations, Bill Potter and Terry Doyle have developed an advisor training initiative. The training will be provided to all second-year faculty, but all faculty are welcome.

Academic Senate Retreat – Dr. Chapman distributed and reviewed the Academic Senate Retreat agenda. She urged deans to attend part or all of the Retreat.

Educational Technology Advisory Committee – Dr. Chapman distributed copies of the Educational Technology Advisory Committee Proposal she originally drafted April 19, 2001. She noted that she is still reviewing the concept and asked deans to send their comments, etc. to her.

Summer University – Tom Oldfield updated deans on this year's Summer University, including Academic Affairs Division Day. Deans were reminded of the pizza lunch in the Centennial Dining Room for all Academic Affairs staff on Wednesday, August 1.

2. Post Tenure Review

Dr. Chapman noted that the Academic Senate approved a recommendation at their last meeting of the year to amend the Post Tenure Review process so that all faculty have the opportunity to appeal their evaluation to the VPAA. Currently the process allows faculty to appeal one level above the evaluator, which in some colleges is the VPAA and in others it is the dean. Dr. Chapman has communicated her acceptance of the recommendation to the Senate.

Dr. Chapman also noted that she would be establishing a Post Tenure Review Process Assessment Committee to review the current process. The Committee will be comprised of three faculty identified by the Academic Senate; three administrators and one representative of the Vice President for Academic Affairs' Office. Faculty recommended by the Senate include: John Conati, Gary Huey and Cindy Konrad. Dr. Chapman will have the Committee established soon with the intent of announcing the membership and sharing the Committee's charged at the Academic Senate Retreat.

Dr. Chapman announced that she will hold another training session for evaluators this fall.

3. Recruitment Retention Policy Committee Report to VPs Chapman and Burcham

Dr. Chapman distributed the Recruitment Retention Committee's report. The report will be included on a future Deans' Council agenda for further discussion.

4. Web-Based Instruction Policy Draft – AKA Extranet White Paper

Copies of the Web-Based Instruction Policy Draft were distributed. The Draft will be included on a future Deans' Council agenda for further discussion.

5. Other

Tom Oldfield noted that the Registrar's Office would like to discontinue a printed schedule book and provide it electronically beginning Winter Semester. Faculty and advisors would receive a hard copy with copies made available in the Bookstore for students to purchase. The printed version would eventually be phased out, since the electronic version is much more accurate. Deans were in agreement with the proposal with the following suggestions:

- Include condensed instructions at the beginning of the website so students will see them before viewing class schedules.
- Since the schedule book is out of date almost immediately, copies should be made available to students in various campus locations free of charge, rather than selling them.

Dr. Chapman received an update from the President on fiscal issues. The University anticipates a 1.47% State increase. She noted that the Board approved a 9% tuition increase last Friday along with a \$200 technology fee for all on-campus undergraduate students. In order to support one-time fiscal needs for next year, the University will be assessing a 10% "tax" of Divisional carry forward. Dr. Chapman indicated that she and Tom Oldfield will be reviewing whether the assessment can be taken directly from divisional central funds as has been done previously. This may reduce the dollars available to fund one-time requests from the colleges. General Fund budget allocations will be coming out next year.

Bruce Forintos noted that he recently met with the President of Phoenix University. He distributed related information on "Continuing Education's New Frontiers".

Tom Oldfield indicated that he and Mindy have met with DDM/Top Floor interactive last week regarding the web catalog. They will be meeting again with them this week to finalize plans. The web catalog will be up on the web very soon.

Richard Cochran announced that FLITE has received designation as a full government document depository. FLITE will be starting up the new online catalog soon to replace PALS. More info on the new online catalog will be available during Summer University.