

Academic Deans Council
August 27, 2009
Provost's Office
Minutes

Present: N. Allen, G. Blount, C. Gaulden, K. Lambert, J. Limbaugh, B. May,
L. Mayrand, J. Miazga

Guest: S. Meyer, J. Wegner

Minutes

1. Topic: Minutes from last meeting.
Minutes were approved without changes
Responsible Party: N. Allen

Guest

2. Topic: Instructional Enhancement Fee (IEF) – Sharon Meyer
S. Meyer and J. Limbaugh reviewed with the Council the Fiscal Policy for the IEF, including how funds could be spent. G. Blount asked if funds from the IEF could be rolled over for large capital expenditures and was assured by S. Meyer that it could.

The layout of the guidelines will be revised in the final version. S. Meyer requested each dean forward an E-mail detailing their budgets, including salaries with FTE's and benefits calculated at 28%, M&O, and capital expenditures. She also announced a new position in her office that will specifically address revenue sharing models. Developing and approving an appropriate model and getting it passed through the system will take time.

Responsible Party: Deans, S. Meyer

3. Topic: Academic and Student Affairs (ASA) Initiatives
AY 2009-2010 – J. Limbaugh
J. Limbaugh shared a timeline of Initiatives that ASA is working towards. The document is available on the Office of the Provost web page.
Responsible Party: N/A, Informational

Old Business

4. Topic: College Academic Advisors – Jim Limbaugh
The deans agreed professional full-time advisors need to be available to students year round and supported the idea in general professional advisors in each academic college. However, systemic problems exist that advisors won't address. Current processes need to be improved to better serve students. Specific problems and solutions were varied but all agreed this is a top priority for ASU students. J. Limbaugh will identify time next week for deans to attend a working retreat to address these issues. J. Limbaugh requested deans E-mail him with requested data that S. Logan can pull together for the retreat.
Responsible Party: J. Limbaugh

5. Topic: Programs of Distinction – Jim Limbaugh

J. Limbaugh reviewed the draft document prepared by the deans addressing Programs of Distinction (Nursing, Agriculture and Education). Recruiters are preparing for another session and need information to address questions regarding these programs. The Council unanimously voiced its support for the Programs of Distinction.

Responsible Party: N/A, Informational

New Business

6. Topic: H1N1 Virus Update – Nancy Allen

Skip Bolding, Safety Specialist, was unable to attend the meeting, but provided handouts regarding the H1N1 Virus. President Rallo will address the issue in an e-mail to the campus.

Responsible Party: N/A, Informational

7. Topic: CITR Faculty Mentor Program Draft – John Wegner

J. Wegner shared the goals of the Faculty Mentors Program, designed to assist and retain new faculty. He also requested the deans' assistance in identifying faculty mentors. J. Wegner will provide copies of the final version to the Council.

Responsible Party: J. Wegner

8. Topic: Tenure-Track Pending Completion – Nancy Allen

N. Allen addressed the appointment of a faculty member prior to the completion of his/her terminal degree. If a faculty member is hired without a Ph.D. for a tenure-track position has completed all requirements, the faculty member must supply proper documentation. If requirements are not completed, the faculty member will be hired as a Lecturer at a reduced salary (base salary minus 10%) and will be given 2 long semesters to complete degree requirements. Appropriate revisions will be made to contract letters.

N. Allen then addressed unfilled faculty positions. The number of applicants received for faculty positions is decreasing. N. Allen requested deans send her an E-mail detailing plans for their open positions.

Responsible Party: N. Allen

9. Topic: PAA/CAA – N. Allen

Beginning next week, N. Allen will meet with the dean, department heads, and department representatives from each college to discuss “exemplary” standards for the PAA and CAA.

Responsible Party: N/A, Informational

Round Table

Time Constraints prevented a Round Table

Adjournment