

Academic Deans' Council
September 30, 2010
Provost's Conference Room
Minutes

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

Minutes:

1. Topic: Minutes from last meeting.
Minutes were approved as presented.
Responsible Party: N. Allen

Old Business

2. Topic: Assistant Deans/Fund Raising (Tony Blose)
In response to the issue of assistant deans so that the undergraduate deans might pursue fundraising opportunities for their colleges, the members felt that assistance from the Development Office would be a better option. The majority of the members agreed that they would prefer the Dr. Penry identify possible funding opportunities for their respective colleges and that they would, in turn, be happy to engage as appropriate in soliciting and securing funding. C. Gaulden indicated his need for an assistant dean so that he might personally engage in fundraising initiatives immediately. Conversation about the subject of assistant deans will be ongoing, including the possibility of some arrangement only for the College of Business.
Responsible Party: N/A, Informational
3. Topic: Extended Studies (Tony Blose)
T. Blose and N. Allen shared Dr. Rallo's vision of Extended Studies (ES) as a profit center. Members expressed concerns about how ES might be integrated within the University academic community. N. Allen noted that Dr. Rallo envisions ES assuming a variety of roles, including those related to dual credit, summer programs, and certificate programs. She also pointed out that until the new director is hired and an action plan designed, objections to ES's role were premature. Discussions will be ongoing as plans are developed.
Responsible Party: N. Allen
4. Topic: Renewal/Tenure/Promotion (Tony Blose)
T. Blose urged the members to encourage their respective heads and faculty members to consider renewal, tenure, and promotion issues with the seriousness they deserve and to be willing to make difficult decisions when required.
Responsible Party: Deans
5. Topic: International Study Programs (Tony Blose)

T. Blose share with the members Dr. Rallo's responses to the Council's recommendations affecting study abroad programs. They include:

- Replacing ISTD course designation but consider sharing any IE funds with International Studies.
- Approving all study abroad courses through the regular curriculum approval process.
- Providing undergraduate and graduate courses as discrete offerings taught as separate courses. Dr. Rallo noted that no one should be paid for two courses when they are essentially the same course taught at the same time with only a slight difference in assignments.
- Providing summer salaries equitably to all faculty with the recommendation that faculty teaching a study abroad course receive a stipend for the extra effort involved in teaching such a class. An alternative is a course load reduction during one semester of the subsequent academic year.
- Securing prior approval for degree modifications with the understanding that this requirement should be uniform for all courses and degrees.
- Continuing immersion programs for new directors and considering providing a stipend.

Because of some issues with costs, members strongly recommended transparency of costs to the students in document form itemizing all costs.

Responsible Party: T. Blose

6. Topic: Summer Salaries (Tony Blose)

Budget data from summer 2010 was distributed to the members. While figures are being verified, summer school made a profit of approximately 40 K. Members requested information about how formula funding from summer 2008 was being spent. Additionally, K. Lambert moved and G. Blount seconded that Academic Affairs retain for summer 2011 the same compensation model used for summer 2010. The members unanimously agreed. T. Blose will send an announcement to the faculty.

Responsible Party: T. Blose

7. Topic: Assessment (Tony Blose)

T. Blose requested that deans and department heads work with Kelly McCoy on assessment as previously requested as well as on QEP initiatives.

Responsible Party: Deans; Department Heads

8. Topic: Merit Raises, Faculty Development Grants, PAA/CAA (Tony Blose)

T. Blose discussed with the members his preference for faculty merit raises rather than continuation of the PAA/CAA. He noted the serious issues associated with the PAA/CAA. Members agreed that the subject of merit and of faculty development grants was so substantive that a retreat is warranted. The date has been tentatively set for October 22. N. Allen will make arrangements and confirm the date, time, and location.

Responsible Party: N. Allen

9. Topic: Distance Education Fee (Nancy Allen)

N. Allen informed the members that distance education fees have been distributed to the undergraduate colleges. M. Faz has forwarded required paperwork to the Budget Office.

Responsible Party: N. Allen and M. Faz

New Business

10. Topic: Vision for Academic Affairs (Tony Blöse)

This topic was tabled for discussion at the upcoming retreat.

Responsible Party: N/A, Informational

Round Table

Corbett Gaulden

- Upcoming visits to Eastern European countries are intended to attract international graduate students.
- Because of demands for other data, C. Gaulden requested the Office of the Provost communicate with Sarah Logan to be sure these needs are met despite the demands posed by the academic program prioritization process.

John Miazga

- Because of the current IDEA survey process for on-line courses is cumbersome, create a link within BlackBoard.
- Faculty have requested clarification about whether or not the Tutoring Center provides tutors for mathematics. N. Allen responded that the Tutoring Center refers students requiring tutoring in mathematics to the Math Lab and those requiring reading and/or writing tutorials to the Writing Center.

Kevin Lambert

- Members confirmed that a hard copy of a faculty member's vita is required for evaluation purposes. The electronic copy posted to meet requirements for HB 2504 is not acceptable because it does not afford ready access for all evaluators.
- The number of students in classrooms in the Academic Building exceeds those identified by the fire code. This issue has serious implications for classroom utilization and sections offered by departments using rooms in this building.
- Department heads in the College of Liberal and Fine Arts have requested that the number of Deans and Department Heads Meetings be reduced to one per month.

Adjournment