

Academic Deans' Council
February 18, 2010
Provost's Office
Minutes

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

Minutes:

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

Old Business

2. Topic: Legislation (Jim Limbaugh)
J. Limbaugh distributed legislation "highlights," specifically related to HB 2504. Requirements include making certain course information available on the institution's website, making available an online list of work-study employment opportunities, and posting course evaluations online. Additional information about department deadlines is forthcoming.
Responsible Party: N/A, Informational
3. Topic: Center for Security Studies Update (Jim Limbaugh)
J. Limbaugh informed the members that an associate director will soon be hired for the Center for Security Studies until the new director arrives in summer 2011. Council members will work with the new associate director on issues related to the Center.
Responsible Party: N/A, Informational
4. Topic: Budget Reduction (Jim Limbaugh)
ASU's budget reduction plan has been submitted to the Board of Regents and forwarded to the state. The plan identifies a 3% reduction for AY 2010-2011 and 7% for AY 2011-2012. Reductions in M&O are anticipated in all divisions as well as hiring freezes excluding faculty. The current 3% is coming from utility and investment savings.
Responsible Party: N/A, Informational
5. Topic: Core Curriculum Update (Jim Limbaugh)
The following schedule for completion of degree program revisions was provided to the members:
March 26—submissions from colleges to Brenda Stewart
April 9—Special called meeting of University Curriculum Committee
Some departments may wish to submit all degree plan revisions at the April 9 meeting rather than submitting revisions for the March meeting and April meeting.

J. Limbaugh announced that Dr. J. Schonberg, Department of English, has been named to the Undergraduate Education Advisory Committee of the Texas Higher Education

Coordinating Board (THECB). When ASU undertakes a review of the core curriculum, the issue of computer literacy is one that will be addressed.

Responsible Party: Department Heads; Deans; University Curriculum Committee

6. Topic: Master Plan Process (Jim Limbaugh)

J. Limbaugh provided a brief overview of the initial phase of the master plan process. The first visit of the master planning group was established to acquaint the steering committee with the process. L. Mayrand is representing the deans on the steering committee. Second, the department heads were interviewed during this initial phase to establish clearly that the master plan is focused on academic learning space needs. During the next phase, the deans will participate by looking at the input gathered during the initial campus visit.

Responsible Party: N/A; Informational

7. Topic: Posthumous Degree Policy (Jim Limbaugh)

J. Limbaugh submitted a draft OP for the award of a posthumous degree to a student. Members recommended several revisions prior to the OP being posted for comment.

Responsible Party: J. Limbaugh

8. Topic: Advising Schematic (Jim Limbaugh)

J. Limbaugh distributed a schematic describing a basic design for advising across the university. G. Blount recommended “undeclared” be replaced with “predeclared” as a more positive designation. An upcoming retreat will result in an advising flowchart that will identify how students are tracked through the advising process from admission forward. G. Blount complimented faculty members on their participation in tracking suspended students from the College of Sciences.

Responsible Party: J. Limbaugh; N. Allen

9. Topic: ISTD CAPP Designation (Nancy Allen)/International Initiatives (Corbett Gaulden)

After discussion, the members recommended the following revisions to ISTD designations and offered other recommendations for changes to program proposals and committee membership. The recommendations, which were unanimously approved, follow:

- Replace the ISTD discipline with the specific department discipline. Maintain the ISTD attribute if needed.
- Include on all course proposals the appropriate course substitution(s).
- Reconstitute the International Education Committee and revise as follows: change the selection process of members, reduce the number of members, include a rotation of members, identify the Director as an ex-officio member, and require an elected chair from among committee members.

Responsible Party: S. Tomlin; N. Allen

C. Gaulden shared a report generated by D. Elenkov on issues related to international studies. J. Limbaugh will meet with C. Gaulden and D. Elenkov to discuss the report.

Responsible Party: J. Limbaugh; C. Gaulden; D. Elenkov

New Business

10. Topic: Faculty Senate Recognition Banquet (Jim Limbaugh)

The event will occur May 6. The Faculty Senate with assistance from administrative staff is planning the event to which all faculty members are invited and which will be held at the UC Davidson Center.

Responsible Party: N/A; Informational

11. Topic: Summer School Deadlines (Nancy Allen)

The week of May 24-26, with a deadline at noon on May 26, will be the timeframe during which classes will be reviewed for enrollment and at which time faculty salaries will be locked in with the exception of those classes for which enrollment drops 80% or more. N. Allen noted that departments should be particularly careful in justifying small classes, especially using the first or second reason provided on the form. G. Blount recommended an e-mail to the faculty to remind them about key summer school components, including deadlines.

Responsible Party: J. Limbaugh

12: Topic: Provost Search (Brian May)

Candidates will be interviewed Friday afternoon with plans still in place for the new provost to assume duties by June 1.

Responsible Party: N/A; Informational

Round Table

Kevin Lambert

- The Writers Conference in Honor of Elmer Kelton is today and tomorrow, February 18 and 19. Tonight's session is a special program honoring Mr. Kelton.

Leslie Mayrand

- In response to a query from faculty members in the College of Nursing and Allied Health who did not receive a dean's survey, J. Limbaugh noted that such queries should be forwarded to T. Sauncy and/or N. Flynn.
- L. Mayrand asked N. Allen to check on restrictions affecting publicizing new programs after approval by the Board of Regents but before approval by the THECB.

James Limbaugh

- Steve Klein will give a report on the changes to financial aid at a future meeting of both the Academic Deans' Council as well as the Academic Deans and Department Heads meeting.

Adjournment