

Academic Deans' Council
November 4, 2010
Provost's Conference Room
Minutes

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

Minutes:

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

Guest:

2. Topic: QEP (Doyle Carter)
Doyle Carter reviewed with members various pieces of information about QEP, including upcoming events, survey results, and processes.
Responsible Party: Deans

Old Business

3. Topic: Program Prioritization (Tony Blose)
After discussion, the members agreed that the Office of the Provost will provide salary data to individual department heads and deans for inclusion in their respective program prioritization reports. M. Faz and J. Cyrus will distribute appropriate sections of Academic Affairs' spreadsheets, including summer sessions, as soon as possible.
Responsible Party: M. Faz and J. Cyrus
4. Topic: Budget and SPOL Funding Priorities (Tony Blose)
The Office of the Provost is identifying items for funding through over-realized income. N. Allen has reviewed currently identified items with deans to determine the current status of the request. A modified list will be provided to the Provost.
Responsible Party: N. Allen
5. Topic: USTD 1101 (Nancy Allen)
Because USTD 1101 will be funded by fees paid by students required to take the course, the fee must be included in the fee structure request submitted to the Board of Regents. The course, therefore, will be offered initially Fall 2011 rather than Spring 2011 as originally planned. N. Allen asked members to inform their respective professional advisors.
Responsible Party: N/A, Informational
6. Natural Science Requirement for B.S. Degree (Tony Blose)
The members again addressed the natural science requirement for the B.S. degree in response to a curricular change forwarded by T. Roden and a recent query by B.

Davidson about the status of the request. Based on a concern that students in some B.S. programs might not be taking science courses most advantageous to their respective degree plans, the members reiterated their earlier position that the change be tabled.

Responsible Party: N/A, Informational

New Business

7. HEAF Allocation (Nancy Allen)

The deadline for submission of prioritized HEAF requests from the respective colleges is Wednesday, November 24.

Responsible Party: Deans

8. Evaluation of Department Heads (Tony Blose)

At the request of K. Lambert, members discussed evaluation of department heads. The members determined that department heads would be evaluated as a faculty member following the guidelines established for annual evaluation. Heads will also be evaluated on performance of their administrative duties including the IDEA evaluation administered specifically for that purpose. The two evaluations will occur simultaneously following the annual calendar deadlines for faculty evaluations.

Responsible Party: Deans

9. Revision to College of Graduate Studies System of Grading (John Miazga)

The Department of Curriculum and Instruction has requested a grade designation for students who have multiple semesters to complete a practicum. Members recommended using the Progress/No Progress designation currently restricted to thesis. K. Lambert moved the designation be expanded beyond thesis to include practicum and internship. G. Blount seconded the motion, which was unanimously approved. The recommendation will be submitted to the University Curriculum Committee.

Responsible Party: N. Allen

10. Contribution Margin Analysis for Academic Programs and Colleges (Tony Blose)

T. Blose discussed impending budget considerations and the need for the university to add legislative mandates. The members reviewed the Contribution Margin Analysis for Academic Programs and Colleges prepared by Maggie Pepper. Questions about the document included source(s) of data, exclusion of certain income sources, and method for determining M&O. N. Allen will meet with M. Pepper to address these questions.

Responsible Party: N. Allen

Round Table

Members did not offer any items.

Adjournment