Academic Deans’ Council  
September 13, 2012  
Provost’s Conference Room  
Minutes

**Present:** N. Allen, C. Gaulden, B. May, L. Mayrand, P. Swets, A. Wallace,

**Minutes:**

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

**Old Business:**

2. Topic: Center for International Studies—Study Abroad Program (Brian May)  
   B. May shared with members his review of funding for ASU’s Study Abroad Program, including funds for scholarships. He also noted the initial arrival of Korean students.  
   Responsible Party: N/A; Informational

3. Topic: M&O Management (Brian May)  
   B. May urged all members to encourage M&O savings whenever possible to facilitate savings. He emphasized that college and department M&O accounts will not be reduced in the upcoming budget cycle if funds are not expended.  
   Responsible Party: N/A; Informational

4. Topic: Travel (Brian May)  
   B. May urged all members to encourage their respective departments to implement a soft freeze on travel. Understanding that professional travel is essential to faculty development, deans and chairs should nonetheless be careful in reviewing travel requests, both in number per faculty member and destinations.  
   Responsible Party: N/A; Informational

5. OP 06.25: Non-Tenure Eligible Faculty Titles (Brian May)  
   Members discussed recommend revisions to OP 06.25 by the Faculty Senate. The revisions affecting faculty excluding those on the clinical track are acceptable after additional changes by members of the ad hoc committee on OP’s. Those proposed by the Senate for clinical track faculty, however, are not acceptable. B. May will discuss the issue with the Senate.  
   Responsible Party: B. May

**New Business**

6. Topic: Proposal for New Faculty Orientation (Brian May)  
   Members reviewed a proposal by J. Wegner to revise the New Faculty Orientation, including extending the length and including all new fulltime faculty. Members recommended specific components be optional rather than required so that the more general orientation remains within the same timeframe and those wishing to participate in “optional” sessions may do so.  
   Responsible Party: John Wegner
7. Topic: IE and DE Funds (Brian May)
   Members reviewed spreadsheets detailing allocation of IE and DE funds for FY 2013. B. May noted that during the current year, review of other fee structures, excluding IE and DE, will occur.
   Responsible Party: N/A; Informational

**Roundtable**

Corbett Gaulden
- The College of Business is exploring the possibility of a program with graduate students from Russia and Italy.

Paul Swets
- The enforcement of OP 34.23 contradicts the current OP.
- The issue of a more equitable distribution of VPAA travel funds throughout the academic year was introduced by P. Swets with members determining that, at this time, faculty members essentially receive a fair distribution of the limited funding available.

Andy Wallace
- Revisions are underway to ASU’s web page to provide a more accurate division of SAEM and Academic Affairs student support.