

Academic Deans' Council
March 9, 2017
Provost's Conference Room
Minutes

Present: C. Jones, S. Keith, K. Livengood, L. Mayrand, J. Miazga, P. Swets, S. Tomlin,
D. Topliff

Minutes:

1. Topic: Minutes from March 2, 2017
Minutes approved as is.

Announcements:

- D. Topliff informed members the USCIS has suspended the premium processing of all H-1B visa applications for at least six months beginning April 3. This action may affect the date of hire for certain individuals and if a new hire requires visa services this must be taken into account and departments need to be aware of the situation.

Old Business:

2. Topic: Promotion of Instructors (D. Topliff)
 - D. Topliff said he has received a few promotion requests from a couple of departments. He asked deans to submit faculty names as soon as possible so budgets may be adjusted appropriately.
3. Topic: IE Distribution (D. Topliff)
 - D. Topliff said the final calculations have been done and transfer of funds will be entered soon. Funds must be transferred to the VPAA account so we can then enter transfers to the Colleges.
4. Topic: Faculty Evaluations (D. Topliff)
 - D. Topliff shared an example of a first-year evaluation. He reviewed how to look up IDEA evaluations on-line through Campus Labs. D. Topliff will make sure deans have access.
 - The evaluation example used had some student comments that should have resulted in further investigation. It appears the comments were not reviewed by the department chair or the peer review committee. D. Topliff said this issue will be discussed at the next Deans and Department Chairs/Heads meeting.
 - There was some discussion.

Roundtable

Kim Livengood

- The President Awards nominations are due the Friday. Twelve nominations have been received so far.

Paul Swets

- Reminded members of the Moon Lecture March 27 featuring John Smol.

Adjournment