

DEANS' COUNCIL MINUTES

April 29, 2013– 1:00-3:30 pm – Charles Hunter Room, HCC

Present: John Allred, Raymond Grant, Thom McFarland, Robert Eves, Carl Templin, Bailey Bowthorpe, Bill Byrnes, Shauna Mendini, Bruce Tebbs, Vik Brown, Christian Reiner, Julie Taylor, Patrick Clarke, Kyle Bishop, Grant Courser, Mark Atkinson.

Excused: Deb Hill, John Eye, Jim McDonald, Brad Cook

Bill Byrnes led the meeting in the absence of Brad Cook. The Council welcomed Julie Taylor as the new Faculty Senate President. The summer Deans' retreat has been tentatively scheduled for May 20th. Please notify the Provosts office of your availability.

IT Master Plan:

Thomas McFarland, Jennifer Hunter, and student assistant Clarissa presented the IT Master Plan for the upcoming year. The master plan focuses on success of real people doing real jobs, with the goals of connecting people to the services they need when they need them, and teaching them to use these services successfully. IT created "T-Bird Tech," a fictional character that student can text questions/problems about IT to. The number is monitored with an internet application that allows IT staff to respond quickly. IT has rolled out ads in the SUU Journal and email notifications for student to better inform them of IT resources, and to assist them with their entire digital life. Over the past few weeks, IT has rolled out "Thunder Print," a marketing plan telling students about the ability to print wirelessly. A kiosk has been set up in the Sharwan Smith building with a printer and instructions about how to print wirelessly.

I. Review of Minutes

Motion to approve minutes from 4/15 meeting, with minor editorial corrections on the discussion of policy 6.1. Motion seconded. **Approved**

II. Information/Discussion Items

A. Programs Under Consideration: 13-36 months (Bill Byrnes)

The council went over the revised list of Programs Under Consideration 13-26 months. Adjustments and clarifications include:

- Master's Degree- Music Education: Approval will be sought in Spring 2014 for Fall 2014 implementation.
- Innovation & Creativity Minor: R401 will be started in Spring 2014
- Film Studies Minor will be retitled Film & Screen Studies Minor with Fall 2014 roll out. It will be an 18 credit minor- no production component. R401 will be submitted by mid-August to Bill Byrnes
- Photography BFA: No timeline yet.
- Costume Technology BFA: Remove from list.

Pending resources, the following timeline has been established for the following COSE Programs:

- Rural Health Nursing MS: Would like implementation to coincide with the opening of SUCOM in Fall 2015.
- Dietetics BS implementation is slated for Fall 2016
- Info Assurance & Security MS implementation is slated for Fall 2017
- Geography BA/BS implementation is slated for Fall 2018

If you have questions/comments about proposals being submitted by other USHE Institutions, please provide feedback to Bill Byrnes by May 10th.

B. Policy Items approved by Faculty Senate

Policy 6.1- Faculty approved the change to include language about “currency in the field.” Senate had concerns about overextending NTT Faculty.

Policy 6.8.3- Approved. No concerns from Senate.

Policy 6.51. Approved. Senate like the language “Students are responsible for all degree requirements.”

Policy 6.5- Not approved. Senate wanted clarification about the following “International students will be admitted based on their high school transcript and English language proficiency.” Edits from Deans Council eliminated the text identifying how language proficiency would be determined. The ESL program has methods of determining a student’s language proficiency, but not all international students are ESL students. How will we determine proficiency for non-ESL international students? Who will determine this proficiency? How do applicants provide proof of English-language proficiency? Is current language to vague?

Discussion:

Standards keep changing. There are three different TOEFL scores a student can received based on the testing method. Procedure for determining English language proficiency needed to be separated out from the policy. We don’t include the required index score in the policy because it is adjusted by President’s Council. SUU Admissions Office has guidelines for International Students and required TOEFL scores. Carl Templin and Patrick Clarke will work with Stephen Allen to clarify this procedure.

Policy will continue to move forward once clarified language is established and reviewed by DC and Julie Taylor.

C. Additional Policy Discussion

Artist in Residence: Provost asked Shauna Mendini to research the concept of Artist in Residence/Professional in Residence as it relates to Policy 6.1. Shauna distributed printed copies of proposed language addressing Artists in Residence as they fit into our current model. If we incorporate changes into existing policies, they’ll need to occur in Policy 6.1 as well as Policy 6.27. Proposed changes include adding a section pertaining to Professional-in-Residence to what is expected of tenured and tenure-track faculty members, and adding an additional section to Policy 6.26, 11-d “(SUU Standard) Professional-in-Resident FTEF Undergraduate teaching: 12 ICH/13 weekly contact hours.

Discussion:

Some Professionals-in-Residence are not at the top of their field. Wouldn’t make sense to take them out of 15 teaching load and have the same expectation of them that we have for tenure track. The workload expectation should be determined in the initial contract, case-by-case. A teaching reassignment form can be used for Professionals-in-Residence. At times they might be teaching 15/15, while at other times they might be focusing on research or Professional-in-Residence piece. We want to make sure that they maintain the same level of employment/skills throughout their time at SUU.

Shauna asked that council member’s send any feedback to her.

Policy 6.9, Supplemental & Overload Compensation and Consultation (Bruce Tebbs)

Faculty & Deans have asked Bruce if we are enforcing the 12 month annualized salary. While approval can be granted to go beyond 12 months, the current expectation is to stay under 12 months. Are we being too restrictive? We want to encourage and reward those who are pursuing additional scholarship or research through the University.

Discussion:

Is there any upper limit to compensation or is it by negotiation?

If we are to limiting, Faculty could choose to pursue these opportunities outside of SUU, and the University wouldn't benefit from their experience. We need to get comparative information from USHE counterparts and maybe add in a ceiling amount in the future.

D. Proposed Deans' Council dates for 2013-2014:

Aug 12 (Fall Retreat), Sept 9, Sept 23, Oct 7, Oct 28, Nov 11, Nov 25, Dec 9th, Jan 13, Jan 27th, Feb 10, Feb 24, Mar 17, Mar 31, Apr 14, Apr 28, May 12. Bill Byrnes reminded council members that then can send a proxy to meetings that they aren't able to attend.

III. Reports (2 minutes per report)

Carl Templin: The School of Business had its award ceremony and initiation for Beta Gamma Sigma honor society.

Bill Byrnes: Dominic Yeager, an MA Arts Admin grad student, just accepted a position as Director of Theatre Management program at Alabama State University

Grant Courser: Ken Bain will be the guest speaker for our Academic Affairs Convocation in Fall 2013. The Provost's office has order his book "What the Best College Teachers Do," which will be distributed to Faculty to read over the Summer.

Vik Brown: Library is working on Budget cuts- over \$113K in collections. There may not be much money available to colleges and schools next year because we are trying to save the databases.

Julie Taylor: Faculty Senate eliminated a Committee for Faculty evaluation and Development.

Bruce Tebbs: Bruce distributed a hard copy of Summer Enrollment Comparisons from 2011-2013. Currently, we are down about 7%, and are looking for 175 FTE registrations before the end of May. John Allred sent out the closed classes report. If you have available sections, please open them to keep pathways available for students.

On the SUU website, we'll be seeing results from missionary campaigning that Donna Eddleman rolled out. Bulletin ads have been posted in the mySUU portal and in various places on the SUU website. Primary information website is suu.edu/summer. The next step will be an email to student that haven't enrolled letting them know what classes are still available that pertain to their majors.

Discussion:

Would it make sense to have summer on a different registration- separate from Fall? Advisors want to know what's available for summer when they are giving out Spring Schedules. Registration tends to take place a week before fall registration. Can we tie marketing into Spring as well so it doesn't get buried?

If Summer has its own registration (maybe in February or March) how would this interact with curriculum and catalog schedule? Finance doesn't have tuition tables until March- and can't get those figures until the state legislature convenes. If we want summer to have it's own registration, we'd need to get buy-in at the CAO/SBR level. Could we allow registration and then bill student's once first-tier tuition has been established by the Legislature?

Could we create a schedule including summer enrollment for some of the most popular majors to show how taking summer courses puts students on the fast track, and with a list of curriculum that would be consistently available at summer semester?

Motion for executive session- seconded. Approved

Motion to adjourn, seconded. Approved. Meeting adjourned at @: 2:10 p.m.