

FALL DEANS' RETREAT AGENDA

August 1, 2013– 9am-1pm – Heritage Center, Conference Room 1

Attendees: Kyle Bishop (proxy for Jim McDonald), Phil Roche (proxy for John Eye) , Bruce Tebbs, Carl Templin, Grant Courser, Shauna Mendini, Thom McFarland, Julie Taylor, Stephen Allen, John Allred, Deb Hill, Ray Grant, Mark Atkinson, Robert Eves, Bill Byrnes, Patrick Clarke, President Rich Kendall, Brad Cook, Aimee Uchman, Christian Reiner

Excused: Joan Fitton

I. Review of Minutes

Provost Cook welcomed everyone to the Fall Deans' Retreat, and extended a special welcome to Interim VP of Student Services, Stephen Allen, and Interim President, Rich Kendall. Other organizational changes include John Allred acting as Interim Executive Director of Enrollment Services.

On the evening of July 31st, Presidents council called to check in on over 260 students that had deferred admission to SUU. Presidents Council would like to repeat this exercise in the spring.

II. Visitors/Guests- Information & Discussion Items

- a. **Rich Kendall-Introduction:** Provost Cook introduced President Kendall to the members of the Council. President Kendall emphasized that SUU does not need to hold off on making decisions until we get a permanent President, and that SUU should keep moving ahead. He will take a "Boots on the ground" approach, and will be involved and engaged in what the University has to do. He has met with President Council, and is now gathering a list of what he'd like to accomplish during his tenure at SUU. He would like to focus on the following:
 1. **Advocacy for University:** At Legislature, Governor's Office, and Board of Regents, President Kendall will be an outspoken advocate for the University. He will help interpret, explain, and advocate what we do.
 2. **Importance of Community Engagement:** SUU is good engaging the Community, but there is always room to grow. President would like to create a bigger footprint of places that know about SUU- e.g., community colleges, transfer institutions, school districts, etc.
 3. **How can SUU thrive over the next 5 year?** What are we going to do make this a more vibrant place? Tuition is an area of sensitivity. People are willing to pay more, but not dramatically more. SUU has been very ambitious in fundraising of a type- the kind that we raise each year and then spend each year. Looking at "Giving"- Can we persuade legislature, governor, and powers that be, that investment in higher education is both strategic and mandatory?
 4. **Finding our ideal size:** Focusing on Good Enrollment to figure out what our optimal size is. We should not encourage enrollment that harms our mission- high quality, highly personal, emphasis in liberal arts and sciences. We should be looking at scenarios to determine our best mix of enrollment

Discussion/Comments/Questions:

- Legislature decreases our funding, yet we continue to flourish. How do we turn that around? Will legislation change anything as long as we continue to function with what we are given? Science and Engineering companies don't have enough people.
- We are 41st in terms of STEM occupations, yet we tout ourselves as a high tech state.
- We don't have enough young people hitting the ACT benchmark. About 24% of students in state meet all four benchmarks.
- Can we tie into the selling points that the State is putting out there, and use them to our advantages? What are the areas where we can do some good? For example, if the state is focusing on outdoors, can we tie in to that campaign and use it to our advantage. Could we entice students that want an environmental career, work in outdoor retail, etc. that Southern Utah University would be the best place to do this?

- How can SUU help the state's economy? Is there something about the type of education that we provide that can help the economic condition of the state? The greatest efficiency in Higher Ed is hanging on to a student until they graduate.
- One of our greatest challenges will be retention. Access does not mean you can enroll- Real access means students are qualified to get in, stay, finish degree, and become a productive member of society. If we can say "coming to SUU, your child will have a better chance of finishing here and leaving with a degree of real merit than any other place in the state," that would be real value.
- SUU has strong business program and education programs. SUU is one of the state centers providing school teachers, principals, etc.
- Online Education will be a part of the future, but we cannot suppose it will be the whole future.
- Need to find a way to entice people that have finished a majority of the degree to come back and complete their degree.

II. Provost's Report

Regents Completion Resolution

We are encouraging students to take 15 credits a semester. Student who do this are twice as likely to complete their degree. For students that can't quite complete a BA, can we award them an associate's degree once they reach that amount of hours- even if they aren't applying for a degree? How would this impact financial aid? If we bestow a degree on a student and they stop out for a semester, they have to start paying student loans back. Utah is considering creating something that would be posted to a transcript- similar to letter of completion. Other methods of support the Completion Resolution include:

- Emphasis on foundational math, and getting students to enroll in them their first or second semester instead of their junior or senior year.
- FIGS (First Year interest Groups) that assign the first 6-9 credits for a student.
- Stackable Degrees/Certificates, and creating a seamless system to make credits more transferable.
- Encouraging the use of plateau tuition as an incentive, to inspire student to take more credits and maximize their tuition.
- Use of DegreeWorks: SUU students can see what it takes to graduate 24/7- Degree works has a functionality to map out what students need to take each semester to graduate.

Northwest Visit: SUU was scheduled to submit our self-study by October and have campus visits by November. SUU is seeking deferral of this process - We are seeking deferral of this, because of all the changes that have taken place, with a search for a new president, student services, new trustees, etc.- We haven't got that approval yet- will request a year to have that deferred. Have a phone call with Northwest at 4:30 today.

New Student Academic Convocation: This is new event for Fall Welcome Week that will help set the academic tone for students. Faculty will process in wearing full regalia, and will be seated on the stage. The whole event will last about an hour.

III. Associate Provost's Report

Quality Measures & Benchmarks

Information about Quality Measure was distributed at the last Deans' Council meeting. This information is particularly relevant as we go through our review process for Northwest Accreditation. This information will be revisited at each Deans' Council meeting. We don't want to create another system- but incorporate these concepts into our evaluation systems. Setting and using benchmarks will help us fulfill our mission statement. Bill Byrnes showed sample tables for contents of a self-study. SUU can use these documents to examine what we can do to improve the program review process.

Discussion:

- There is a lot of specificity at the department level- there is not a lot of centralization taking place. What does the institution expect for retention and promotion? Could we

create a list of what the required/desired activities would be to prove teaching effectiveness? If we provided a list of options of what faculty need to do or provide to LRT committee, might make the process easier.

- Expectation might not be as clearly defined in some colleges. What do we provide to new Faculty to help them understand our expectations?
- To what level should there be institutional evenness & uniformity? What should be allowed as a unique element of each discipline?
- Would including an external reviewer at the tenure level help make the process more objective?
- Is IDEA the ideal software for SUU, or should other options be explored? Are faculty resistant to using it?
- Can we create a matrix and each category had a scale that evaluators at various levels could use? If we had a rubric, it could help a faculty member see what criteria would be for "Effective" or "Distinguished" level of evaluation.

Programs Under Consideration List

This document was distributed in May. We are trying to be sensitive to the inherent cost of programs. Anthropology and Film & Screen Studies are both projected for January 2014 presentation to Regents.

Drew Williams is interested in collaborating with SUU to put together a Master's program in Network Security. The partnership would be similar to our Upper Limit Aviation model. Drew has proprietary curriculum that they'd like to plug into a Master's Program. If there are adjustment to the list please let Bill know.

V. Information/Discussion Items

Budget Needs for 2013-2014: SUU made about 10% in budget cuts. Our enrollment decline has been only at around 3.9%. Budget related FTE declined around 3.8%. In the coming fiscal year, we will try to maintain faculty-to-student ratios, and consider other ways of obtaining revenue beyond increasing tuition or growing enrollment. Other options include changing up our mix of resident/non-residents, international students and our online population.

LRT lists 2013-2014 (Aimee Uchman): Aimee notified the council that the Final LRT List for 2013-2014 had been posted to Canvas, and reminded Deans that they were responsible for notifying Faculty that are up for review in 2013-14, so Faculty can begin preparing.

Fall Opening Schedule (Aimee Uchman): Posted to Canvas.

Undergraduate Online General Education (Mark Atkinson): SUU is trying to determine if we have enough classes to support an online GE Degree. Mark would like to get a predictable schedule of when undergraduate online GE courses will be offered for each year, for recruiting purposes. Would Deans be willing to look at courses and endorse them before we invest money to build them? We have an IT rep to look at the tech structure- but we don't currently have anyone looking at the CONTENT. Mark reminded Deans that anyone can request an online course quality content review through canvas. Send an email to onlinesuu.edu and an IT person will be assigned to your review.

Budget Needs:

Accreditation- what do we need to maintain or achieve accreditation?

- PVA- NAST accreditation- PVA won't have enough lines for an acting focus. Will have to lower the number of students per class. Need ONE additional line to get NAST accreditations.
- EDUC: Need two lines in Athletics- one is mission-based funding. Have not filled a faculty line in ORPT
- HSS: MPA could use another line because it would be useful for accreditation purposes.

New Programs:

- Need 1 Anthropology Faculty - we might have struggle with this degree in the short term. If we want to make this happen, we'll need at least 1 line.
- Need director, admin, and accounting for Upper Limit Aviation and operating budget (after we meet the threshold of 100 FTE)
- Master of Music
- Online Degree: If we are going to have online degree, will need more overload/adjunct budget

Green Areas/Opportunities:

- Graphic Arts
- Exercise Sciences
- Nursing
- 4 year graduation guarantee

Quality:

- ORPT Faculty
- Sociology Faculty (increase in majors and class sizes since 08)
- Criminal Justice Faculty (heavy reliance on adjuncts)
- SPED: Dual license (heavy reliance on adjuncts) More courses than 2 faculty can support
- BIS- don't have a faculty to teach the 2 upper division courses required by the BIS
- Creativity/Innovation Center

Bottlenecks:

- HIST 1700
- Dietetics
- NSF 1020
- Biology (2 positions down creating bottlenecks)
- CHEM is at capacity- will need another line to increase sections

Administration/Staff:

- Someone to educate faculty on the successful use of Technology-/Tech Staff
- Director/Admin support for STEAM Center
- Faculty reassignment: 1/2 loads or 1/4 loads?
- HSS: Associate Dean would be very helpful.
- Budget Officers for PVA, BUS, EDUC, COSE,
- Assessment: Specific assessment person for each college. This could be a part-time position. (Christian Reiner)-
- Part-time Associate Dean for SPED
- Need additional help with accreditation and assessment.
- Part-time Associate Dean for EDUC, BUS, PVA
- Athletic Eligibility Advisor/Analyst (needs to be separate from Athletics)
- 1/2 time position for Title IX
- Salary Equity for advisors- (high turn over- we are below median salary for advisors with Masters degrees)
- Four year graduation contract with students: Beyond bottleneck courses, how prepared are we to do this? How many students would take it up?

One-time Funds:

- Instrumentation/Musical Instruments
- Stage Equipment/Production
- Braithwaite Center Renovation (would also help with utilization reports)
- Nutrition lab/equipment
- Faculty Center for Excellence- IT/Resources Faculty Development Labs.

August 16th Retreat (Deans, Dept Chairs, Directors) This event has been postponed, and will be rescheduled for a time after Fall Opening week.

VI. Reports (2 minutes per report)

Christian Reiner: This academic year, Institutional Research will focus on getting data into people's hands fast and getting everyone up to speed about the tools that IR has.

Patrick Clarke: University College launched Learning Communities 2.0, focusing on EDUC, HSS, and BUS.

Bill Byrnes: Work with the new GE committee is moving forward. The Committees goal is to assess communication and critical thinking, including how we can effectively integrate what we are doing with learning outcomes into the greater mission of the University. PVA is undergoing its 7 year Program Review, and 2 additional three-year follow-up reviews are due this year (Art & ORPT). At the last Regents meeting, the R-401 was revised. The updated version has been posted to the Provost's Office website. The 2013 Educated Persons conference will take place on October 18th in Zermatt Lodge (near Midway, UT.) The Provost's office will help subsidize transportation and lodging for this event.

Robert Eves: COSE is putting together a STEM Center on campus to support STEM outreach activities for North Elementary and other STEAM Schools. The Center is in the beginning stages, upcoming work will include establishing a mission, vision, and an advisory board. The Provosts office has provided some funding to begin coordination process. The Center will work to streamline the process for distributing funds from Endowments:

Mark Atkinson: This fall SCPS have their first full time faculty reporting to the ESL program. In the first week of September ESL will turn in its application to CEA for accreditation. Web-conferencing: SCPS will have a new program setup by August 16th. In the meantime use anymeeting.com (it's free).

Ray Grant: The Convocations website has been updated. SUU will have the opportunity to host many Eccles Scholars this year. The first Convocation will be held on September 10th. Could we send an email out to all faculty with a link to the Convocations page, encouraging them to integrate it into their courses?

Deb Hill: Education recently launched its new website. The college of Education has 2 accreditations coming up. Education will roll out "bring your own device" in spring. Apple TV's have been installed in most Teacher Ed classrooms, and the college has 35 Ipads that can be checked by for faculty. Deb will be out of deans council September and October fulfilling her Fulbright Scholarship. Nichole Wangsgard will be acting dean in Deb's absence.

Thom McFarland: Wireless printing should be ready for students when they start fall semester. Bring your own device skyrockets demand for wireless. Equipment should be installed by the end of this month for Education. Purchase app to allow people that don't have Ipads to still utilize Apple TV. Want to start putting apple TV's in Deans Conference Rooms. IT is continuing to try relieve bottlenecks on printers for students in the areas for wireless printers.

John Allred: Enrollment services rolled out a one stop shop that takes care of admissions and financial aid, and will continue to cross-train on both. The Registrar's office also rolled out a new transcript service that pulls information directly from banner, moving towards providing electronic copies of transcripts.

Stephen Allen: Enrollment is only down by 46 headcount in freshman class. The rotor wing AAS program, as well as an increase in out-of-state students is helping our enrollment figures. Graduate enrollment is up right now- headcount is currently 541, up by 20 from last year.

Julie Taylor: Faculty Senate is working on fair compensation for faculty working on EDGE projects, and will also be talking about flexible workload.

Shauna Mendini: March 27th- Founders Day is the groundbreaking for the BTS center for the arts. PVA, with a delegation from Beijing and the Friendship Society, are coordinating a "Helens Bridge" scholarship. Guests from Beijing will come to the US and serve as artist-in-residence in Zion. Their works will be auctioned off and funds will be used to develop the bridge funds to send students study in China.

Grant Corser: With the beginning of a new academic year, CETL is assessing it's initiatives to determine what to retain and what to rethink. This year there will be associate director positions in the CETL, one of which will be an experiential learning specialist. CETL will look into external funding that would allow faculty to further pursue pedagogy.

Carl Templin: A program director and accounting/VA certification rep have been hired for Professional Pilot program. BUS is in the process of setting up a Center for Executive Development. BUS will likely be switch from the Morningstar System to the Telemet-Orion systems-, which would have 30 simultaneous user licenses.

Bruce Tebbs: Academics made good use of its budget the past fiscal year. To continue to obtain a similar level of budgetary support we must demonstrate that we are being productive with the resources that we've been given. This year we'll need to examine cost per SCH, SCH generated per credit hours, the number of majors in each program, and space utilization (dedicated space on a ration with SCH productivity). Budget will continue to focus on raising student awareness of the value of summer semester, and will examine the potential of early registration for summer to help with section planning.

Phil Roche: All 15 of LIB group study rooms and classrooms have been outfitted for Apple TV capability. The Library also purchased IPADs that students can check out. Sharon Weiner from Perdue University will come to SUU to examine our Library programs and provide feedback. All Faculty are invited to attend faculty library training during Fall Opening week.