

DEANS' COUNCIL MINUTES

January 27, 2014 1:00-3:30 pm – Charles Hunter Room, HCC

Present: Kim Craft (proxy for Carl Templin), John Eye, Thom McFarland, Robert Eves, Bailey Bowthorpe, Todd Peterson, Deb Hill, Mark Atkinson, Bill Byrnes, Grant Courser, Jim McDonald, Patrick Clarke, Shauna Mendini, Kim Craft, Christian Reiner, Johnny MacLean, Karl Stevens, Kurt Harris, Brigit Eastep, Earl Mulderink, Julie Taylor, Jeb Branin, Steve Barney, Karen Wilson.

Excused: Brad Cook, Carl Templin

Review of Minutes

Motion to approve minutes from the 1/13/14 Deans Council. Seconded.

APPROVED

II. Visitors/Guests- Information & Discussion Items

University Committee for Student Discipline & Policy 6.33 (Johnny MacLean)

Johnny MacLean, the chair for student disciplinary reviews, discussed issues that he's run into with Policy 6.33- *Academic Integrity*. The language of the policy, as it relates to appeals, could have multiple interpretations. Policy does not specify, when it comes to an academic infraction, in what instances a case would merit an appeal. Student Services currently determines which appeals go to the committee for student infractions. Further language needs to be added to the policy to outline the same procedure for Academics, and to establish a procedure for both Academics and Student Services, when an appeal is upheld. The current policy doesn't stipulate a minimum amount of evidence a faculty member must collect to accuse a student of cheating.

Discussion:

- Could we have separate committees for academic vs. student services violations?

Policy will go to Faculty Senate-Academic Affairs committee for revision. The Council recommended that the grade appeal policy also be carefully considered.

Early Intervention Retention Initiative (Bailey Bowthorpe)

Bailey has been asked to sit in on the Executive Retention committee headed by John Allred. The Committee has been exploring the possibility of formalizing mid-term grades, and wanted student feedback. Bailey spoke to about 50 students, most of which were in favor of formalizing a mid-term grade. Students like the concept of getting feedback at a critical point that could allow them to make adjustments to their work, or drop the class if they are not prepared for it. Students like the Canvas system because it is easy to track their progress, but not all Faculty use it. Julie Taylor said that Faculty Senate expressed support of non-formal mid-term grades, using existing tools such as Canvas and SANS.

Discussion:

- If a student finds out a midterm that they are at a "C" level, will it be possible to earn an "A" at the end of a term?
- Formal mid-term grades might imply that there are two distinct assessment points in the semester, when there aren't.

Deans' Council recommends that the Executive Retention Committee continue to explore this conversation, focusing on providing continuous feedback to students, not formal mid-term grades.

EDGE 3.0 - Experiential Education Committee (EEC)

Todd Peterson, Patrick Clarke, and Bill Byrnes attended the AACU Conference in Washington, DC January 22-25, 2014. SUU's is about 5 years ahead in experiential education. Several institutions are just

now considering the creation of Internship Offices, and are looking at liberal education as a baseline platform, having not yet moved on to experiential education.

Communication about the EDGE program to its stakeholders hasn't been taking place. To provide the best level of transparency, the EEC opted to work with student leaders and Deans Council to determine what the next phase of EDGE will be, and then work to establish curriculum. The term "EDGE" will now encompass all possible activities in the program, whether they are new projects or established projects.

Todd distributed a diagram of how "EDGE 3.0" might work. Non-transfer students would need to take UNIV 1010. Transfer students would have the option of taking a non-credit online training about EDGE which would allow them to skip UNIV 1010. Students would have the option of pursuing 'Select Projects' or 'Original Projects,' and would declare their choice in the MySUU portal. Select Projects" would be vetted and pre-selected programs that already exist. Students would skip UNIV 3925, because a proposal would not be required for pre-determined projects. 'Original Projects' would require students to take UNIV 3925 to propose a project. The project would be eligible for funding, and would go on the student's transcript. Students would receive cords at graduation.

Bill Byrnes requested that Todd provide a paragraph of changes to the EDGE program, to be posted on the "What's New" page of the 2014-15 E-catalog. Deans Council advised that the EEC explain alterations to Faculty Senate and Students/SUUSA.

*Motion to endorse the proposed changes in EDGE 3.0. Seconded. **APPROVED, with one abstention.***

III. Associate Provost's Report & Assistant Provost/ Director of IR & Assessment Report

The General Education Committee met in January and took action to change the mission statement of our General Education program. The statement now reads: "The GE Program at SUU provides broad subject-area knowledge and learning skills foundational for achieving engaged, personalized and rigorous learning that transcend and complements students' majors and minors."

The Committee is also proposing the removal of CSIS 1000 from the Core GE requirements. CSIS 1000 would be temporarily assigned to the Social & Behavioral Sciences Knowledge Area (for 14-15 E-catalog), and the 3 credits that used to be filled by CSIS 1000 will become a GE elective that students can choose from any of the knowledge areas. This proposal will go through the undergraduate curriculum committee on February 6, 2014, and will be revisited at the February 10th Deans Council.

The Northwest Evaluation Committee will be comprised of representatives from 7 of SUU's Peers, along with Dr. Pamela Goad from the Northwest commission on Colleges and Universities. Each evaluator has been assigned to an area of standards. They will visit campus April 9-11, 2014, and will have open meetings for Faculty, Students, Staff, and Trustees. There will be public session in which initial findings are disclosed to the public, before the evaluators leave campus. The most current version of the accreditation document (version 53) is posted on the Intranet.

At the January 24, 2014 meeting, the Board of Regents approved the Minor in Film Studies and the Center for Executive Development.

Bill attended the COPLAC meeting, which was held in conjunction with the AAC&U Conference in Washington, DC. At the President's meeting, two significant items were brought up: 1) COPLAC Undergraduate Research Fellowship Program at St. Mary's College, in Maryland. If SUU wanted to nominate a student to attend, we'd need to provide \$7500 for the all-inclusive visit. Applications are due March 1st, with the program running from May 19-July 11th. 2) The "Commitment to Place" Initiative: COPLAC is partnering with AAC&U to announce a consortium-wide civic learning and engagement initiative focused on collaborative problem solving. If SUU wants to participate, we need to identify a signature campus project by February 15th. The Faculty/Staff Summer Institute on Liberal learning will be held June 5-8 at UNC Asheville in the Blue Ridge Mountains. The "Commitment to Place" initiative will be discussed then.

A new publication, "Roads Taken: The Professional Life, Scholarship, and Place in the Public Good," was distributed at the COPLAC meeting. The book contains articles edited and written by faculty about the road taken for themselves and their institutions, to becoming a part of engaged teaching.

AAC&U released a publication, "How Liberal Arts & Sciences Majors Fair in Employment." The report is full of data supporting the merits of a Liberal Arts and Sciences education, including long-term career paths.

The Lumina Foundation has released a draft version (2.0) of the Degree Qualification Profile. It is open for comments until March 15, 2014. It can be accessed at: <http://www.luminafoundation.org/dqp/>

IV. Action Items

Policy 5.52: Intellectual Property (John Eye)

John Eye presented proposed changes to Policy 5.52. Language has been included to clarify when the work a Faculty member does is their own intellectual property, and when it is the University's. If the task is beyond the Faculty member's job description, and they receive no extra level of support, they have intellectual property rights. If they receive extra support in the form of compensation or administrative assistance, the university would own the intellectual property rights. Language has also been added to the policy specifying that students must ask for permission to record lectures.

*Motion to approve. Seconded. **APPROVED, with 1 abstention.***

Policy 6.9: Supplemental and Overload Compensation (Bruce Tebbs)

Language in Policy 6.9 has been rearranged to improve flow. The policy also specifies that if Faculty teach a course that is outside of their area, it will be considered part of their normal teaching load. Language was added to justify why someone might exceed their nine month salary, including 1) the employee is performing additional responsibilities outside of their department or 2) the employee is working outside of their primary job description.

*Motion to approve. Seconded. **APPROVED***

Policy 6.9.1-Consultation for External Employment (Bruce Tebbs)

As recommended at the 1.13.14 Deans Council, Bruce created draft language for 6.9.1, which takes the information about Consultation for External Employment from 6.9 and moves it into its own policy. Policy is suspended for vote, giving Faculty Senate time to review the proposed changes. Policy will be an action item at February 10th Deans Council.

Policy 6.50: Graduate Council and University Graduate Curriculum Committee (Mark Atkinson)

Graduate Council made the decision to publish its membership on the website. When reviewing Policy 6.50, it was discovered that that Dean of Graduate Studies did not have a vote. The council determined that the Dean should have a vote, and added language to indicate this. The modified policy also contains minor grammatical and stylistic changes for the sake of consistency.

*Motion to approve. Seconded. **APPROVED.***
Policy will go to Faculty Senate.

Policy 6.1: Faculty Evaluation, Promotion and Tenure & Policy 6.27: Faculty Workload (Julie Taylor)

In Policy 6.27, Faculty Senate recommended that the definition of ICH be moved under III-Policy & Definitions. In Policy 6.1, Faculty Senate recommended adding the word "maintain" in V-B part 1 before the words "currency in their field."

*Motion to approve. Seconded. **APPROVED***

V. Information/Discussion Items

Training for New Faculty: Pedagogy (Grant Corser)

SUU currently sends new Faculty through Fall Opening/Faculty Bootcamp, New Faculty training (throughout the semester) and Lunchbytes. Grant would like to open the “Faculty Bootcamp” to Adjunct Faculty. Lunchbytes attendance averages about 10% of Faculty. Grant recommended changing the format of training, so that the Center of Excellence for Teaching and Learning could go to each college once during the academic year, provide lunch, and talk about pedagogy that might be useful for each college. This would allow the Faculty Center and each college to collaborate in advance, and provide information tailored specifically to each college/school.

Grant asked the council if we should implement an online certification program for new faculty. New faculty would be expected to complete this training before their third-year review. The council responded favorably.

FSSF Guidelines (Robert Eves)

Robert Eves asked the deans how they deal with the cycles for Faculty Scholarly Support Funds, particularly in the first round of the new fiscal year, when the funds awarded to faculty are not yet available. Deans responded that they adjust both the deadlines and the maximum funding amount internally.

Reminder: Trustee’s Award of Excellence- Due to Provost’s Office 2/14 (Aimee Uchman)

Aimee reminded the council that nominations for the Trustee’s Award of Excellence are due to the Provost’s office by February 14, 2014.

VI. Reports (2 minutes per report)

John Eye: The Library is getting the word out about compensation for faculty to substitute open-access or library resources for a text book that they require. The intention is to bring out instances where open-access and library resources are a better fit for classes.

Julie Taylor: Faculty Senate will be tackling the fact that payment for adjuncts & overloads hasn't been changed in 7 years. Our current payment rates are below other USHE institutions.

Bailey Bowthorpe: SUUSA & Convocations, with Bluebird Cafe are working together to present “Songwriters in the Round.” Several well-known songwriters will come to campus, and will host workshops.

Bill Byrnes: The reorganization of responsibilities in the Provosts office is moving along. John Taylor will be the “Provost’s Faculty Fellow in Academic Affairs.” His responsibilities will include heading up the General Education committee and working with Christian Reiner on other projects pertaining to assessment.

Patrick Clarke: Faculty and Staff have until midnight on 1/27/14 to submit nominations for the Experiential Award for Excellence. Around 30 nominations have been received so far, including a nomination for a whole department. If a department is nominated, and wins, University College is considering the possibility of providing money for the department to award as a scholarship to one of their students.

Christian Reiner: Faculty survey is coming up. This is for everyone who has teaching responsibilities. Please encourage all eligible to complete.

Bruce Tebbs: The search for a director for Sponsored Program, Agreements, Research, and Contracts (SPARC) is progressing. Candidates will be on campus over the next several weeks. Each candidate will give a presentation explaining why SPARC is important to the educational mission of SUU. SUU employees will have the opportunity to ask each candidate questions at the presentation sessions

*Motion for executive session- Seconded. **APPROVED***