

DEANS' COUNCIL MINUTES

May 12, 2014– 1:00-3:30 pm – Charles Hunter Room, HCC

Present: Rachel Bishop (proxy for Shauna Mendini); Gerry Calvasina (proxy for Carl Templin), John Allred, Deb Hill, Christian Reiner, John Taylor, Bill Byrnes, Jim McDonald, Raymond Grant, Emily Dean, Julia Anderson, Eric Freden, Mark Atkinson, Bruce Tebbs, John Eye, Thomas McFarland

Excused: Bailey Bowthorpe, Carl Templin, Shauna Mendini

Review of Minutes

*Motion to approve minutes from the 4/28/14 Deans Council. Seconded. **APPROVED.***

Provost's Report

Provost Cook congratulated everyone on a successful end of year and commencement. Presidents Council did not approve the proposed changes to policy 6.19- *Grade Appeal* and 6.33- *Academic Integrity*. Student services felt the proposed changes were unfair to student. Student Services and the Provost Office will work together to make edits. Policies 6.9-*Supplemental Overload compensation to Faculty and Academic Administrators* and 6.9.1-*Faculty and Academic Administrator Consultation and External Employment* were also not approved. The Staff Association would like to create a third policy to address overload for non-academic staff. Julie Larmore, Bruce Tebbs, and Jacob Askeroth will work to craft possible language. President's Council approved R401's to rename the existing PE degree program, establish a BS in exercise science, add 3 emphasis areas to the Masters of Accountancy, establish a Masters in Music Education, and change the name of the Depart of Foreign Languages and Philosophy to omit the word "Foreign." All R401 have been placed on the Agenda for the June Board of Trustees Meeting.

Career Services will be on 2nd level of Sharwan Smith and will be sharing space with EDGE. It has been proposed that the Tutoring Center move to ELC 301.

John Taylor's primary responsibility for the upcoming year is to get us on track with Northwest's recommendations concerning General Education, and to collect data regarding the assessment of General Education to feed back in to curriculum improvements.

Christian Reiner will serve as Interim Assistant Provost, with Jake Johnson acting as Interim Associate Provost. Matt Nickerson will be the Interim Dean of Library.

Associate Provost's Report

The University Undergraduate Curriculum Committee (UUCC) is interested in having a change to policy 6.8.1, which lists the composition of the committee. The Committee would like to include a member of Academic Advising as a standing member to the College Curriculum Committees.

The final version of SUU's response to the NWCCU is posted to Canvas, and has been sent to the evaluators. In June, Provost Cook will meeting attend a committee meeting in Kirkland, WA, for further information about our evaluation and specific recommendations.

The Mission Fulfillment and Core Themes Thresholds Worksheet has been posted to Canvas. The worksheet provides a more focused look at our Core Themes and how we measure them. Second page of bill document- created a table including a column about.

The SUU Fact Book for 2013-14 is now available online.

Assistant Provost and Director of IR & Assessment Report

Most Challenging Courses for SUU Undergraduates in 2012-13

Christian Reiner presented information about the courses that were most challenging for students (based on grades and withdrawals) in 2012-13. The council recommended SUU give all students the assistance

with math that they need in their freshman year. For seniors struggling with 1000 and 2000 level classes, get students to take these courses earlier in their academic career, and provide supplemental assistance for those who need it. (Tutoring, advising, focused interest groups.)

Organic Chemistry and Calculus are consistently challenging courses for students. Would we consider decreasing class sizes for these courses? Would we consider adding a supplemental instructional hour or studying lab on Fridays for these courses? We need to encourage all faculty to use the SANS program so we have a better idea of who needs assistance.

Provost's Faculty Fellow (John Taylor)

The General Education committee is making progress. At the last meeting, the committee assigned ELO's out to knowledge areas.

- Fine Arts: Creative Thinking & Teamwork and wildcard ELO
- Humanities: Critical Thinking & Communications
- Social & Behavioral: Diversity & Teamwork
- Physical Science: Problem Solving & Inquiry
- Life Science: Inquiry and Problem Solving

The following ELO's were assigned to Core areas:

- Math: Quantitative Literacy
- Writing: Communication /Info Literacy
- EDGE: Integrative Learning & Lifelong learning.

The Council recommended that GE Assessment become a Standing Agenda Item to be discussed at each meeting.

IV. Action Items

Policy 13.26: SUU Lectures/Convocations Committee (Raymond Grant)

Raymond Grant presented proposed changes to Policy 13.26, which outlines the composition of the Convocations Committee. Revisions have been designed to 1) show how we suggest ideas and Themes, 2) allow the committee be able to make suggestions for funding, 3) to broaden the way we promote & Market Convocations, and 4) to outline how we use convocations information technology.

Deans Council recommended that this policy be give a 6 (Academic Affairs) number. Ray Grant will work with the Associate Provost to find an available 6.0 policy number. This policy will be discussed at the August 28th Faculty Senate Meeting.

V. Information/Discussion Items

Fall Opening & Academic Convocation: August 21st, 12:30 pm, Centrum

The Academic Affairs Convocation for Faculty will take place on August 18th or 19th, 2014. Adjunct training will take place on August 14th, from 9am-2pm. Teaching Assistants are welcome to attend this training.

The Student Academic Convocation will again take place as part of Fall Welcome week. The Convocation is scheduled for August 21st at 12:30 p.m. Faculty should plan to wear their Regalia. Further information will be forthcoming from Karen Ast, the new Coordinator for Student Engagement and Orientation.

VI. Reports (2 minutes per report)

John Allred: The Department of Education (DOE) has changed the way they do subsidized loans. Students could lose their loans based on how they declare their major. We need to be very careful about how students move between 2 year program and 4 year programs. The University defines degrees in credit hours, DOE defines degrees by time (years). Grades were due on Wednesday, and 2/3 of Degrees were posted on Wednesday. The Registrar's office is still missing 200 grades from last week. Currently, there is no consequence if a faculty member doesn't post a grade. Reminders come from the registrar-

will get an email every 2-3 hours telling them to turn in grades. The Provost would like Deans to send an email to faculty notifying them that late grades will play a part in FAAR evaluations.

Bruce Tebbs: Bruce is working to develop next year's budget. Faculty workload plans should have been submitted to the Provost's office in April. If you have not submitted them, please get them to Bruce in the next 2 weeks. The Budget process for next year's academic (E&G) budget will be allocated later than usual. Presidents Council is still discussing funding for the next year. Summer Enrollments are tracking well at about 20% over last year. Enrollment is at around 957 FTE- our goal was 1000 FTE. Most students are undergraduate resident students.

Mark Atkinson: Mark discovered that we have the highest admission fee for concurrent enrollment in Utah, and has worked to get that fee reduced. A five week online training course for Faculty will go into effect this fall. Faculty will receive a certification when they've successfully completed the course.

Motion for executive session. Seconded. Meeting adjourned at 3pm.