

DEANS' COUNCIL MINUTES

Sept 8, 2014– 1:00-3:30 pm – Starlight Room, Sharwan Smith Center

Present: Stephen Allen, Bailey Bowthorpe (SUUSA), Grant Corser, Emily Dean, Brad Cook, James Sage, Bruce Tebbs, Christian Reiner, John Allred, Carl Templin, Rob Robertson, Danielle Dubrasky, John Taylor, Robert Eves, Carl Templin, Patrick Clarke, Julia Anderson, Mark Atkinson, Shauna Mendini, Deb Hill, Jim McDonald, Thom McFarland, Matt Nickerson, David McGuire, Jacob Askeroth, Richard Saunders, McKennan Hansen.

Review of Minutes

*Motion to approve minutes from the 7.21.14 Deans Council. Seconded. **APPROVED***

Visitors/Guests- Information & Action Items, Eccles Visiting Scholars (Danielle Dubrasky)

\$25,000 total is available for this year, and is traditionally used to fund 3 Visiting Scholar. Only two proposals were submitted: Dr. Gale Jackson (requesting \$8000); Dr. Neil Shubin (\$8000). Dean's council voted to fund both proposals. Danielle is working on the Driggs Lecture series. The next convocation will be presented by Billy Collins, on September 11th.

Charles Schroder Review (Steven Allen)

Stephen Allen gave an overview of items discussed during Charles Schroeder's recent visit to campus, and provided a summary of recent information for student success. Retentions rates are lower for students that are undeclared. 25% of incoming students already expect to transfer. FIG's are helping with retention with knowledge of being in a FIG

- Mentoring Program
 1. 150 Freshman have been paired with faculty and staff, based on the College Student Inventory Screening identifying most likely to drop out to help the success of the student.
 2. Christian Reiner- prep for college, the idea is great, approach students and getting them to know what mentoring is and the purpose of it.
 3. Feedback is needed, 5 areas of assessment, performed in first couple weeks
- Scholarship Aid has decreased:
 - Presidential 3.5 (reduced from 3.6)
 - Founders 3.3 (reduced from 3.6)
 - Centennial & Deans 3.0 (reduced from 3.3)

Provost's Report

Provost reported that enrollment is up, and the budget is flat. GE and Student Success are now standing agenda items for each Deans Council. Provost would like to set up at ½ day retreat sometimes after September 22 to outline budget, programs, and other needs. He asked the Deans to begin gathering information for that discussion immediately. The Anthropology degree will go to the President's Council, and then moving along for review at the October Board of Regents meeting.

Associate Provost's Report

Electronic submission of documentation for faculty evaluation, tenure, and promotion

Associate Provost James Sage discussed a draft memo to be sent to Faculty about a migration from a paper LRT process to an electronic LRT process. The electronic process would utilize Adobe PDF Portfolio software, available to all SUU employees. Electronic LRT submission would go into effect for new faculty in 2014, and current faculty would have a 3-year transition period, requiring migration by 2017. All Faculty will be asked to start keeping electronic copies of any information for LRT. A template will be established, and testing with a small working group of faculty. James will present this information in a coming faculty senate meeting.

Student Course Evaluation: Opt Out Option

As discussed in the Faculty Academic Convocation of 2014, the Provost would like to give Faculty the opportunity to "opt-out" of conducting student course evaluations for 1 course, at most, per academic. This purpose of the opt-out option is to encourage Faculty to experiment with innovative pedagogies and experimental course designs. Faculty would include a disclosure in the syllabus of "test" class on new teaching methods. Implementation is slated for Spring 2015.

Programs under development and/or consideration

Program Name	Degree Type	Current Status	Projected for Regents' Agenda
Anthropology	BA/BS	R401 completed; update budget <ul style="list-style-type: none"> • UJCC approval (estimated Oct 2014) • Submit to BOT Fall 2014 • Submit to BOR by Oct 29, 2014 	01/23/2015
MS in Cyber Security & Critical Infrastructure	MS (online)	R401-4.1.6 (revise and update Fall 2014) <ul style="list-style-type: none"> • Submit to BOR in Spring 2015 	Spring 2015??
Music Technology	MS (online)	Discussion phase Fall 2014 R402 development Fall 2014	Spring 2015??
Multimedia	MS (online)	Discussion phase Fall 2014 R402 development Fall 2014	Spring 2015??
Innovation & Creativity	Minor	R401-5.1.1 work will start Spring 2014 Submit to BOR by Oct 29, 2014	01/23/2015
Rural Health Nursing	MS	R401 work start Spring 2014	01/23/2015
Dietetics	BS	R401 work start Spring 2015	January 2016

New York Times readership program

The New York Times readership is being reassessed. We may shift to a completely electronic subscription. The anticipated cost is about \$3,500.

General Education

Digital Literacy Design (John Taylor & Rob Robertson)

Testing out will no longer be an option for the Digital Literacy requirement. The goal is to attach Digital Literacy to gateway courses, which will be different for each college, and tied to the college's specific needs. There will be a 6-7 course selection for specific aspects of each college's needs, fulfilling the ELO for Digital Literacy. Anticipated schedule is: design by December 2014, implement by Fall 2015.

Motion to approve. Seconded. APPROVED.

Student Success

Retention in COSE (Robert Eves)

Robert Eves distributed a handout created by the COSE Advisors. For COSE, advising is a team effort, with discussion about what is and isn't working. COSE embraces need for FIG cohorts, and meets 2 weeks beginning and as needed further in the semester.

Discussion:

- General Education credits are being tied to the Teacher Education courses, making the relationship visible to students and what they will be teaching from those GE courses to elementary/high school students.
- Get Faculty buy in to help advisors, help students find the connections, stop splitting up courses, consolidate by FIG's
- Could we create reports to help info distribution on EDGE & Retention numbers, and high fail rate courses? This might help create a pathway to tutoring labs for more assistance.

V. Information/Discussion Items

Faculty Senate Business (Emily Dean)

Emily Dean distributed a paper copy of standing Faculty Senate Committees that need to be filled, and asked for clarification about the composition of the Program and Course Fee Committee. She explained that IRB summer projects were lagged and put forth the idea of possible future incentives to actively participate on IRB committee, which is currently on a volunteer basis.

Policy 8.3.8, 6.9, and 6.9.1 (Bruce Tebbs)

These policies address supplemental/overload compensation for faculty, staff, and administrators. All policies have been reviewed by President’s Council, and are now moving through staff, faculty, and Deans’ Council for comment before finalization.

- 8.3.8- Supplemental and Overload Compensation for Staff & Non-Academic Administrators
- 6.9- Supplemental and Overload compensation to Faculty and Academic Administrators
- 6.9.1- Faculty and Academic Administrator Consultation and External Employment

Policy 6.9 will be added to the agenda for the September 22nd Deans Council meeting.

SPARC Mission/Vision Update (Julia Anderson)

Julia has been working on benchmarking, findings and recommendations for the SPARC mission and vision. In October, there will be a working committee meeting for Policies for SPARC. Policies need to align with new OMB/Grants Management Circulars (2CFR200.1-.9)

This item will be added to the agenda for the September 22nd, 2014 meeting.

Summer Session Review (Bruce Tebbs)

There was a 7% increased enrollment, 3% increase from Graduate 10% undergraduate, most productive summer since 2008, 22% efficiency. **This item will be added to the agenda for the September 22nd, 2014 meeting.**

VI. Reports (2 minutes per report)

Mark Atkinson: Proposed a new graduate studies policy structure, as depicted below.

The Proposal - Approved by Graduate Council

Proposed					
6.60	6.61	6.62	6.63	6.64	
Mission Graduate Council Graduate Faculty UGCC	Admissions -general requirements -international students -conditional admission -appeals -transfer	Grading Graduation Requirements -procedure -conditions -timeline -1st & 2nd degrees	Capstone & Research	Appeals -dismissal -admissions denial -grades: refer to 6.19 -general	
Current					
6.50	6.51	6.52	6.53	6.54	6.45
Grad Council UGCC	Appeals -dismissal -grades -general Capstone (thesis) Graduation -procedure -conditions -time table	Admissions -general requirements -international students -conditional admission -appeals -transfer	Graduate Requirements -1st degree -2nd degree	Graduate Grading	Graduate Faculty

Proposed Policy Titles

Proposed Titles	
6.60	Graduate Studies: Personnel and Curriculum
6.61	Graduate Studies: Admissions
6.62	Graduate Studies: Grading and Graduation Requirements
6.63	Graduate Studies: Capstone and Research
6.64	Graduate Studies: Student Appeals

Motion to approve. Seconded. APPROVED

Future Agenda Items for Further Review

- SPARC Mission/Vision and Findings/Recommendations (Julia Anderson)
- Summer Session Revenue Review (Bruce Tebbs)

Meeting adjourned at 4:09pm