

# DEANS' COUNCIL MINUTES

February 23, 2015 1:00-3:30 pm – Charles Hunter Room, HCC

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**Present:** Bailey Bowthorpe, Brad Cook, Brandon Street, Bruce Tebbs, Carl Templin, Chris Boylan (guest), Christian Reiner, Deb Hill, Earl Mulderink, Eric Fortenberry (guest), Eric Freden (proxy for Robert Eves), Grant Corser, James Sage, Jared Tippets, Jeanette Lund, Jennifer Hunter, Jim Johnson, John Allred, John Taylor, Karl Stevens, Mark Atkinson, Michelle Thayer, Pam Brannen, Richard Saunders, Shane Flannigan, Shauna Mendini, Stephan Allen, Thom McFarland.

**Excused:** Robert Eves

## Review of Minutes

*Motion by Jim McDonald to approve minutes from the February 9<sup>th</sup> Deans Council. Motion seconded by Thom McFarland. **Approved.***

## Visitors/Guests- Information & Discussion Items

### Follow-up on First Destination Survey (Brandon Street)

Brandon Street provided an overview of the First Destination Survey shared some modifications that have been made. Students will be asked to take only one SUU survey, which will be accessed through their "My SUU Portal" page. The survey will use skip-logic, and students will be directed to answer only the questions that are applicable to them. A question has been added to the survey, asking students if they participated in an internship at SUU. If student will be employed, the survey asks for information about their employer.

Deans Council requested that a personalized link be available for each college/school that would lead students to a page where they would take all surveys for their college/school. Some college/schools have mandatory surveys for accreditation. The council further requested that the language in the internship questions be broadened to include practicums and fellowships, and break out internships into paid and non-paid. The council also requested that the survey include a question to indicate if students are currently working and will have a job after graduation, or if the student will seek employment after graduation.

### Title IX (Deb Hill)

Dr. Deb Hill, SUU's Title IX coordinator, presented information about Title IX requirements for universities and distributed handouts about Title IX. SUU currently has 6 policies that pertain to aspects of Title IX, and will need to develop more. Title IX requires that campuses identify various levels of responsibility for reporting, including 'Investigators', 'Responsible Employees', and 'Campus Security Authorities' and follow up on misconduct. Anyone who receives a paycheck from SUU is considered a 'responsible employee' under Title IX, and is required to report any violations. The Clery Act requires that SUU designate 'Campus Security Authorities' which will likely be Deans and Advisors. SUU is hosting state-wide Investigators training in May, and coordinators from other USHE institutions will be invited to attend. Title IX has its own email address, [title9@suu.edu](mailto:title9@suu.edu)

### Org-Sync Demo (Chris Boylan & Eric Fortenberry)

Chris Boylan, Director of Business Development, and Eric Fortenberry, Founder and CEO of OrgSync, demonstrated their software to the Council. ([www.orgsync.com](http://www.orgsync.com)). The software was initially developed to track volunteer opportunities for students, and has expanded to bring all aspects of student experiences into a single location. The program is a cloud-hosted solution, and if purchased by the University, is offered to students for free. Content can be personalized to fit student's interests, and each user will have their own portal. The product also has a native iPhone app. OrgSync works with 400 campuses around the world, and hosts an annual user conference.

### Canvas Files and Intellectual Property (SUU Online)

SUU Online (Karl Stevens, Shane Flannigan, Jennifer Hunter, Michelle Thayer, and Ean Harker) spoke to Deans Council about an update coming to Canvas. The next canvas update will include a new feature

that requires users to declare the source of their files when they are uploaded. SUU can decide if we want to enable this feature or leave it turned off. The source would have to be declared for every file that is uploaded from the time the feature is enabled. Course content that is already posted will not require a declared source. Deans Council requested that the feature not be enabled by SUU Online, and that a request be sent to Canvas to allow customization of the language for this feature.

### **Provost's Report**

The NWCCU Year One Report Draft has been emailed out by Brad. It must be submitted by February 28<sup>th</sup>. If you have any edits, please get them to Terri Day, Assistant to the President for Planning and Institutional Effectiveness and Accreditation Liaison Officer. Deadlines for the COPLAC discussed at the February 9<sup>th</sup> meeting are approaching. Please submit your nominations. The submission deadline for Festival of Excellence (taking place on April 7) has been extended until the evening of February 26<sup>th</sup>. We currently have around 300 presentations registered.

### **Associate Provost's Report**

James reminded the council of the upcoming curriculum deadline on April 10th at noon. Please remember to submit both electronic copies and printed copies with all signatures. James has met with EDU and PVA about the IDEA course evaluation system, and has also spoken to Faculty Senate about the system. Faculty Senate recommended that James check in with the current users of the system (COSE, HSS) to find out if they have any concerns. James is working through LRT documents for tenure, post-tenure, and rank-advancement

### **Assistant Provost and Director of IR & Assessment Report**

#### **SUU Student Satisfaction Inventory Survey (SSI)**

The week of February 23 is the last week of the Student Satisfaction Inventory Survey. The current response rate is around 21%. The higher our response rate, the more likely we'll be able to report information at the level of majors and programs.

### **General Education**

John Taylor just returned from a week-long AAC&U Conference. The IDEA survey group (<http://ideaedu.org/>) is changing their learning outcomes to match with LEAP ELOs. (<http://leap.aacu.org/>) SUU's ELO's align with LEAP ELOs. The General Education committee approved a new knowledge area called Integrated Learning. LM 1010 and the CSIS courses will reside under this knowledge area. USHE will hold a General Education meeting on March 2<sup>nd</sup>. John Taylor, Bill Heyborne, Johnny McLean, and Grant Corser will attend. Grant Corser would like to offer training through the Faculty Center for Excellence in Teaching and Learning (CETL) about General Education.

### **Student Success**

Dr. Charles Schroeder will visit SUU March 2nd-4th to further discuss retention initiatives. Charles will meet with both the President and the Provost. If anyone else would like to meet with Dr. Schroeder while he is on campus, please contact John Allred or Jared Tippetts.

### **Gallup Purdue Poll (Jared Tippetts)**

Jared Tippetts provided handouts and an overview of the Gallup-Purdue Index inaugural national report, "Great Jobs, Great Lives." Gallup partnered with Purdue University and the Lumina Foundation to interview 30,000 college students in an attempt to discover what parts of our college experiences prepare us for great jobs and great lives? Key findings include:

- Students are more successful when a professor cares about them.
- It's not where you go to college, but "how" you go to college.
- The faster you get through your degree, the more well-being you experience
- Those who graduated with less debt had a higher level of well-being.

The full report is available at [www.gallup.com](http://www.gallup.com)

## THE UNDERGRADUATE EXPERIENCE:

### SUPPORT AND EXPERIENTIAL LEARNING (% Strongly Agree)

I had at least one professor who made me excited about learning.	63%
My professors cared about me as a person.	27%
I had a mentor who encouraged me to pursue my goals and dreams.	22%
<b>All three</b>	<b>14%</b>
I worked on a project that took a semester or more to complete.	32%
I had an internship or job that allowed me to apply what I was learning in the classroom.	29%
I was extremely active in extracurricular activities and organizations.	20%
<b>All three</b>	<b>6%</b>
<b>All six</b>	<b>3%</b>

## Faculty Senate

Emily Dean reported that the Summer Compensation ad-hoc committee has met. Julie Taylor is chairing an ad-hoc committee for faculty who are not yet tenured.

### Proposed changes to Policy 6.2- Evaluation of Administrators (Emily Dean)

Faculty Senate is in the process of proposing changes to Policy 6.2 relating to the Evaluation of Administrators, and seeks feedback from Deans Council. Faculty Senate created an ad-hoc committee to address changes to this policy after being approached by people who felt revisions needed to be made to how the evaluation of Academic Administrators is conducted.

Proposed changes include the addition of an electronic questionnaire, in non-review years, distributed by a third-party to eligible faculty/staff listing academic officers relevant to each faculty/staff as well as the Provost, giving the respondent the option to select “satisfied with performance” or “request a formal review” for each person listed. Evaluations would be administered and tabulated by a third party to ensure anonymity, and could be administered by SUU’s IT Department. If 2/3 of a quorum requests a formal evaluation of an Academic Officer, it would be conducted prior to May 1.

The council recommended the following modifications:

- Change “archived” to “sequestered” and remove the word “formal” in Section III, B, 4.
- Remove Faculty Senate President from the list of people given priority access to evaluations, because Faculty Senate Presidents are not in a supervisory position over those being evaluated.
- Add the direct supervisor for each person in the chain of evaluation.

If Deans have further feedback, they should contact Emily Dean.

## V. Information/Discussion Items

### Master Course Files System in Canvas (Mark Atkinson)

Because of time constraints, this item has been placed on the agenda for the 3/16/15 Deans council meeting.

### Strategic Enrollment Planning (Brad Cook, James Sage, Carl Templin)

SUU has contracted with contracted with Noel Levitz to create a strategic enrollment plan (SEP). Jim Anderson, a Noel Levitz consultant, will visit SUU 8 times between February and December. The entire plan will be overseen by the President, with Brad and Stuart Jones acting as co-chairs. President’s Cabinet/Council will act as the SEP Steering Committee, with the following acting as chairs & co chairs for the listed subcommittees:

- Price & Place: Michael Beach & Brandon Wright
- Academic: James Sage & Carl Templin
- Online Experience: Mark Atkinson & Steve Meredith
- Research (Institutional) Terri Day & Joe Baker
- Undergraduate Experience: Jared Tippets, Kelly Stephens
- International: Stephen Allen & Andrea Stiefvater
- Purpose & Promotion: Ellen Treanor & Jeff Hanson

#### **VI. Reports (2 minutes per report)**

**Grant Corser:** The Faculty Center of Excellence for Teaching and Learning (CETL) will hold training for Faculty on March 19<sup>th</sup>. The topic of discussion will be Critical Thinking

**Shauna Mendini:** CPVA's production of "Fiddler on the Roof" opens the evening on February 23. More than 100 students are engaged in the production, along with numerous faculty.

**Eric Freden:** Representatives from the College of Science and Engineering have been invited to visit Wuhan Polytech University.

**Jim McDonald:** The Leadership Luncheon will take place on Wednesday, 2/25 at 11:30 a.m. in the Great Hall.

**Brad Cook:** At the last Aviation Advisory Board meeting on 2/20, drones were a topic of discussion. Provost recommended that Carl Templin and Jim McDonald meet to discuss this.

**Carl Templin:** Accounting students are providing VITA (Volunteer Income Tax Assistance) for students and low-income families. Services are available Monday through Thursday from 5:30 to 8:30 pm.

**Richard Saunders:** Richard is reading a study about the role libraries play in student retention on campuses.

**Jim Johnson:** Jim Johnson requested that Deans be provided with a list of their faculty signed up to mentor or present at the Festival of Excellence.

*Motion for executive session by Carl Templin. Seconded.*

**Meeting adjourned at 4:05pm**

Executive Session called to discuss Commencement.