

DEANS' COUNCIL MINUTES

April 11, 2016 – 1:00-3:30 pm – Charles Hunter Room, HCC

Present: Leilani Nautu (guest), Richard Saunders, John Allred, Robert Eves, Rachel Bishop (for Shauna Mendini), Brad Cook, James Sage, Bruce Tebbs, Carl Templin, Patrick Clarke, Mark Atkinson, Shawn Christiansen, AJ Cozzens, Matt Zufelt, Jim McDonald, Marvin Dodge (guest), Scott Wyatt (guest), Stephen Allen, Grant Corser, Bruce Howard, Aimee Uchman

Excused: Shauna Mendini

I. Review of Minutes

Robert Eves motioned to approve the minutes from the March 14th meeting. Seconded by Jim McDonald.

Approved.

II. Visitors/Guests- Information & Discussion Items

Budget (President Wyatt, VP Dodge)

President Wyatt and Vice President Dodge provided an overview of the latest legislative session and the budget. SUU received \$8M to be used for a new Business Building. A priority with general funding for higher education was salary increases. The 2% for salary increases that SUU receive will be used for benefit matches and to get employees closer to CUPA rates. Performance-based funding for this year is significantly lower than last year. SUU will move forward on funding faculty lines in bottleneck courses, including Math, Biology, Chemistry, and English.

Concerning scholarship and tuition, we will work to increase the value of an SUU education. This includes increasing the quality of students coming in, continue to increase the quality of student's experience, and increasing our completion rates. Last year, SUU offered a Presidential Scholarship, and 22% of our incoming freshman ended up being eligible for it. Scholarship thresholds will likely be adjusted in August. In the future, we may see less tuition coming in from International students. So far, the number of students who have applied or been admitted to SUU has increased over last year, but the number of students that have paid a deposit is equal to last year. Adding 3-4 more online Master Degree programs could provide more funding for SUU.

Richard Saunders suggested that we could decrease costs for students by replacing printed textbooks with open-source materials. Carl Templin asked if we could temporarily increase class sizes to accommodate more students in bottleneck courses.

K-12 Concurrent Enrollment (Leilani Nautu)

SUU's Concurrent Enrollment program wants to compensate participating departments for their efforts, while completing documentation that will satisfy state requirements. SUU is using our Concurrent Enrollment funds, carefully, to develop strong relationships between our High School teacher and SUU departments.

Many departments are already providing oversight to high school teachers, including mentoring and invitations to professional development opportunities. For 2015-16, the concurrent enrollment program may provide up to \$1000 (via budget transfer) to each department currently engaged in the concurrent enrollment program. The funds could be used for things such as personnel, travel, or equipment. There must be documentation of this transfer and what the funds are used for in Leilani's office. Some departments may receive funding for CE programs from other sources, such as SB 196. For 2016-17, the concurrent enrollment program would like to transfer funds to each eligible department based on their participation in the Concurrent Enrollment Accountability Project. Leilani distributed a spreadsheet, to each Dean, of courses that are eligible for concurrent enrollment. Anyone who would like further information should contact Leilani.

III. Reports

Provost

Strategic Planning Retreat Date (Academic Affairs Plan due by May 25)

The Deans Council meeting planned for April 25th will be converted to a Deans Council (large group) retreat to create action plans for the Academic Affairs portion of the Strategic Plan. Provost Cook distributed objectives as indicated in the table below, and asked each team to come up with 1 to 3 action plans for each objective and discuss them at the April 25th retreat.

| Strategic Plan Goal/Objective | Team |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| OBJ 1.1.1: Provide experiential learning opportunities to students. | Patrick Clarke (chair), Shawn Christiansen, staff member |
| OBJ 1.2.2: Expand international learning, teaching, research, and employment opportunities for students and faculty | Stephen Allen (chair), Carl Templin, staff member |
| OBJ 1.3.1: Create, expand, and support collaboration between SUU and its larger communities (local, regional, state, national, global) for the mutually beneficial exchange of knowledge and resources in a context of partnership and reciprocity. | Patrick Clarke (chair), Robert Eves, staff member |
| OBJ 1.3.2: Create, expand, and support interdisciplinary opportunities across campus. | Patrick Clarke (chair), Mark Atkinson, staff member |
| OBJ 2.1.1: Implement, support, and bolster high impact educational practices | Jim McDonald (chair), Grant Corser, staff member |
| OBJ 2.2.1: Create, expand, and support student opportunities for project-based learning. | Patrick Clare (chair), Dean Saunders, staff member |
| OBJ 2.3.1: Implement plans to support a culture of continuous improvement at SUU. | Grant Corser (chair), Mark Atkinson, Johnny MacLean |
| OBJ 2.3.2: Complete the process of aligning faculty workload and institutional reward systems that reflect SUU's mission, vision, and core themes. | Brad Cook (chair) Bruce Tebbs, Faculty Senate Rep |
| OBJ 2.3.3: Foster long-term enrollment growth through the deployment of SUU's 2015 Enrollment Management Plan. | Mark Atkinson (chair), Stephen Allen, staff member |
| OBJ 3.1.1: Develop additional team teaching opportunities and interdisciplinary curricular collaboration. | Brad Cook (chair), James Sage, Johnny MacLean |
| OBJ 3.1.2: Support and increase engagement opportunities for students, faculty, and staff. | Shauna Mendini (chair), Shawn Christiansen, Staff member |
| OBJ 4.1.1: Develop a comprehensive student success plan. | Brad Cook (chair), Jared Tippets |
| OBJ 4.2.1: Provide encouragement and support for students interested in post-graduate studies. | Mark Atkinson (chair) Carl Templin, staff member |
| OBJ 4.3.1: Support faculty and staff efforts to improve their teaching, research, and creative activities. | Grant Corser (chair), Richard Saunders, staff member |
| OBJ 5.1.1: Prepare student to participate in lifelong community engagement. | Brad Cook (chair), Earl Mulderink, Pam Branin |

OBJ 6.1.1:

Promote intellectual curiosity while matriculated at the University so that alumni continue learning throughout their lives.

Jim McDonald (chair),
Robert Eves, staff member

Math 1050 (also: “What Adds Up?” report from USHE)

USHE recently release an overview of Math Placement scores for Math 1010, 1030, 1040 and 1050 at USHE institutions from Summer 2012-Spring 2015. SUU scored well in all areas, including pass rates for students first enrolled in each math course. Brad asked the council to look at the report, posted in Canvas. Another report, “What Adds Up? Math Enrollment and Graduation” from USHE, has also been posted to Canvas.

Brad told the council about the last CAO’s meeting, held at Dixie State, where Math 1050 was a topic of interest. For several years, Elementary Education majors at USHE Institutions have been told that Math 1050 was a required course for their program. After consulting with Utah State Office of Higher Education, USHE institutions learned that Math 1050 is not a requirement. At the upcoming UUCC meeting on April 14th, changes will be proposed to allow Elementary Education majors the option to take Math 1030 or Math 1040, which may better suit their field of study. Brad asked that each college/school and department closely examine their degrees to determine if Math 1050 is the best fit to meet the quantitative literacy requirement, or if another GE course would be better suited.

Associate Provost**R401s – Masters of Public Administration**

- Discontinuation of 2 “tracks” (Nonprofit Management and Criminal Justice).
- Name change from Student Services to Higher Education Administration

James Sage reminded the Council of approved curriculum changes, including the discontinuation of 2 tracks in the Master of Public Administration program, and the renaming of another track.

R401 – AAS in General Technology with Culinary Arts Management Specialty

James notified the council that this degree was approved by the UUCC in December. Because this is a new emphasis area for an existing degree (AAS), it only required approval from the Trustees.

Updated articulation pathways with SWATC (2016-2017)

SUU has updated its articulation pathways with Southwest Applied Technology College for 2016-17. James asked the Council to look at the articulation pathway posted in Canvas.

From Christian: Student Performance in GE Courses (Excel spreadsheet shared in Canvas).

James told the Council that a spreadsheet, created by Christian Reiner, is available in Canvas. The spreadsheet is for internal use, and contains filterable data about student performance in GE Courses. The information can be sorted by College, Department, College + Student Class Identification, and Department + Student Class Identification. Any questions about the spreadsheet can be directed to Christian.

Grant Writing Workshop

SPARC is offering a Grant Writing Workshop for faculty and staff (May 2-6, 2016). Compensation is available (\$200 for the workshop, \$300 for submitting a grant). A brochure is posted in Canvas. The workshop is currently full, but has a waiting list. Anyone interested should contact Karen Wilson at the SPARC Office (435) 586-7727 or send an email to wilsonk@suu.edu. Karen can add names to the waiting list, which will help SPARC better determine the interest level for the workshop in future years.

Programs Under Development (updates to list of programs) (James Sage)

Provost Cook explained that the Programs Under Development list acts as a work sequence for the Provost’s Office. Because there are multiple levels of edits and approvals required, the Provost’s office

needs to have 6-12 months advance notice for new majors. (*Edits to the table are indicated below: modifications are in blue text and removals are struck out.*)

| Programs Under Development or Consideration Southern Utah University | | | |
|-------------------------------------------------------------------------|---------------------------------------------|---------------------------------------------------------------------------|------------------------|
| Program Name | Degree Type | Current Status | Projected for Regents' |
| Culinary Arts (SWATC Transfer Program) | AAS General Technology | Planning Fall 2015 & approved by UUCC. Preparation of R401 Spring 2016 | Summer 2016 |
| Sports Communication | Certificate | Planning in Fall 2015. Submission of R401 to UUCC Spring | Summer 2016 |
| Athletic Training | MS | Postpone until 2017 | |
| Global Studies | Minor | Postpone until 2017 | |
| Hospitality Management | BA/BS | Postpone until 2017 | |
| Unmanned Aircraft Systems | Emphasis within Criminal Justice | Remove (Will not require complete R401) | |
| Multimedia | MS (online) | Remove | |
| Dietetics | BS | Postpone until 2018 (or remove from list, pending info from Dean Eves.) | |
| Dance | BFA | Postpone until 2017 | |
| Rural Health Nursing | MS | Postpone until 2017 | |
| Innovation & Creativity | Minor | Postpone until 2017 or 2018 | |
| BFA Graphic Design | BFA | Postpone until 2017 (degree already exists; should be removed) | |
| Aviation | BS | Postpone until 2017 | |

AP of International Affairs (Stephen Allen)

Stephen reported that proposed international tuition rates for academic year 2016-17 have been approved. There will be an increase in tuition rates, but student fees will decrease. Some of the funds from the increase in tuition will be used to provide airport pickup for international students, excursion out of town, shopping trips, etc.

General Education

Approval of "Appendix B – Curriculum Management" (approved by General Education Committee on March 18, 2016). – Action Item

James Sage presented, for the Council's approval, Appendix B: Curriculum Management, for Policy 6.8.3 – *General Education Committee*. This document has already been approved by the GE Committee. Paragraph four has been revised to say "Although some bachelor programs require specific GE courses, such requirements may be in tension with the mission of SUU's GE program." As a whole, Appendix B will act as an implementation plan for the responsibilities of the GE Committee.

One of the focal ideas in the document is that General Education courses should teach broad and transferrable knowledge instead of something that is specific to a student's major. General Education courses, as overviews, are taught differently than courses that act as a gateway to a major.

Motion to approve by Robert Eves, Seconded by Jim McDonald.

Majority Approved, with one dissenting vote.

Faculty Senate

Bruce Howard, President of Faculty Senate for Academic Year 2016-17, introduced himself to the council. He said the council continues to focus on working to get free parking on campus for adjuncts, revising the LRT processes, and extending tuition benefits to children (married or unmarried) of SUU employees. Faculty Senate is also exploring the possibility of creating an Ombudsman position for faculty grievances.

IV. Action Items

Eccles Student Scholarships

Janet Borg notified the Provost's Office that \$45,000 in Eccles Student Scholarships is available for FY 2017. This is an additional \$5000 more than SUU has received in previous years. In the past, the total amount has been split into 8 scholarships of \$5000, distributed as follows:

- College of Education (1)
- Humanities and Social Sciences (2)
- College of Science and Engineering (2)
- School of Business (1)
- College of Performing and Visual Arts (1)
- Honors (Provost selected) (1)

The Eccles Foundation student scholarship criteria were posted to canvas. Aimee, after speaking with Janet, told the council that the additional \$5000 could be used to create a 9th scholarship- to be awarded to either Education, Business, Performing and Visual Arts, or Honors- or the entire amount of \$45,000 could be split into 8 equal scholarships of \$5625 each.

Robert Eves motioned that the \$45,000 be divided into 8 equal scholarships, to be distributed as detailed above. The motion was seconded by Jim McDonald.

Majority approved, with one dissenting vote.

VI. Reports (2 minutes per report)

Bruce Tebbs: IDEA surveys should be collected the week of April 11th, so they can be sent off on time. As we get closer to the end of the fiscal year, Bruce reminded the Council that as the fiscal year draws to a close, colleges and schools need to look at closing out budgets and getting purchase orders into the system. He reminded the Council that hourly-wage budgets will not roll-forward into the new fiscal year.

Richard Saunders: The Library's new café is open. The current café is a stop-gap measure, and funds from it will go towards construction of a permanent café. The café is open when the library is open, with the exception of Saturday.

Stephen Allen: Enrollment is good for international students. Recruitment in Asia, Nepal, China, Thailand, and Korea are going well. SUU may see steady enrollment growth from Africa. Study Abroad enrollment is up for summer 2016. SUU will have its first cohort of 10-20 construction management majors in China.

Mark Atkinson: Mark asked the Council to remind faculty that online courses take a while to create, and as much advanced notice as possible is always appreciated.

Motion for executive session by Carl Templin. Second by Mark Atkinson.

Meeting adjourned at 3:45pm.