

Deans Council
August 2, 2010
1:30 PM
Allen 611

Members Present: Jerry Gilbert (chair), Richard Blackburn, Timothy Chamblee, Frances Coleman, Lou D'Abramo, Rhett Hobart, Robert Cooper (for Kent Hoblet), George Hopper, Gary Jackson, Joan Lucas, Gary Myers, Mike Rackley, Robert Green (for Sarah Rajala), Lynne Richardson, Peter Ryan, Butch Stokes, Jack Tucci, and Jim West.

Others Present: Mark Binkley, Eddie Keith, Thomas Sellers, Ray Vaughn (for David Shaw).

Minutes taken by: Martha Thomas.

1. The minutes of the July 19, 2010, meeting were approved with no corrections.
2. Announcements:
 - a. The merger of the Office of Institutional Research and Office of Institutional Effectiveness which will now be called the Office of Institutional Research and Effectiveness and will be located in Allen Hall.
 - b. The candidates for the Vice President for Budget and Planning will be coming to campus over the next few weeks for interviews. There will be a portion designated for Deans as well as an open forum for campus personnel. The schedules will be released on the search website within the next day or two.
 - c. New Faculty Orientation will be held Monday, August 9. Please send to the Provost's Office any new faculty who were not previously included in lists of new faculty.
 - d. MVNU2MSU will be held Wednesday, August 11.
 - e. Department Heads and Deans will meet in Taylor Auditorium in McCool Hall on Wednesday, August 4 at 10:00 AM. There are eleven topics on the agenda, including the proposal for a category of Instructional Faculty.
3. Maroon Edition:
 - a. Dr. Eddie Keith discussed the upcoming visit from Greg Mortenson on Thursday, September 23, specifically related to tickets. Dr. Keith solicited ideas for ticket distribution and requested that any ideas be sent via e-mail to Dr. Linda Morse and himself.
4. Revised P&T Application:
 - a. There were two primary revisions to the P&T Application:
 - i. There is no longer a non-mandatory tenure decision option.
 - ii. There is now a question addressing U.S. citizenship and permanent residency.
 - b. Dr. Jerry Gilbert explained that in order to apply and be considered for tenure, faculty must be U.S. citizens or must have permanent residency. This requirement is stated in offer letters to tenure-track faculty. We have run into problems where faculty are not aware of this until after they have been recommended for tenure. We have made some special arrangements in the past for faculty members who have been caught in this problem. As soon as a faculty member is hired who does not have

permanent residency or citizenship, they should immediately begin with residency or citizenship paperwork.

5. Travel Question:

- a. The Provost's Office checked with the Office of Travel Services regarding the question that came up during Deans Council on July 19. Dr. Gilbert explained that, under the current system, travel authorization numbers can only be used for reimbursement once. Travel is okay for a blanket period, as long as travelers only get reimbursed at the end of that period. The Office of Travel Services also indicated that they are reviewing their system and welcome input for improvements.
- b. Dr. Peter Ryan explained that he is working with Dr. Ray Vaughn and Joan Lucas on the international travel form, specifically related to travel to countries with U.S. Department of State travel warnings associated with it.

6. Instructional Faculty Proposal:

- a. There was discussion regarding the Instructional Faculty Proposal, with the following recommendations:
 - i. Recommend using the same salary raise for promotions within Instructional Faculty ranks as within Tenure Track Faculty ranks.
 - ii. Recommend developing specific guidelines by which Instructional Faculty will be evaluated for promotion.
 - iii. Recommend a lower ratio of Instructional Faculty to Tenure Track Faculty.

7. Other Items:

- a. Thomas Sellers discussed the Deans' involvement in The Drill and recommended that we look to future years' events for improvement regarding the involvement of academia.
- b. Dr. Gary Jackson discussed benchmarking, specifically the recommendation of the Benchmarking Committee to reallocate some of the retirement incentive funding to the colleges and departments based upon benchmarking data. Dr. Jackson solicited feedback from each college regarding the benchmarks and how each college would prioritize each benchmark.
- c. Butch Stokes announced that summer grades are due Monday, August 9 at 12:00 noon. Mr. Stokes thanked the Deans for their response on fall textbook adoption and announced that if we continue to enroll students this year at the same rate as previous years, we estimate enrollment for the Fall 2010 semester to be 19,698.