

Deans Council Minutes
May 3, 2004

Members present: Peter Rabideau, chairman; Wayne Bennett, Sara Freedman, Jerry Gilbert, Keith Belli (for Bob Karr), Nick Nichols, Phil Oldham, Ruth Prescott, Nancy Reichert, Roy Ruby, Clay Taylor, Phil Nelson (for John Thomson), Lynn Reinschmiedt (for Vance Watson), and Jim West. Also present were: Butch Stokes, Gary Pike, Charles Guest, Mike Rackley, Ann Bell, and Diane Alexander.

1. Personnel Actions:

- ❖ Academic Affairs will generally not consider salary adjustments other than responses to documented job offers. Such documented job offers should be from a peer or more prestigious institution.
- ❖ Offers from industry would be handled on a case-by-case basis. A salary adjustment may be considered, but not necessarily a match of a counter offer from industry.
- ❖ No promises should be made before having a counter offer approved.
- ❖ We are also seeing paperwork for new responsibilities. Administrative stipends might be considered for these types of cases.
- ❖ If equity adjustments are requested and documented, we will review the requests.
- ❖ Extra compensation issues:
 - a. If a faculty member is receiving release time, he/she should not generally be approved for extra compensation.
 - b. Tenure track faculty teaching extra classes between the hours of 8:00 and 5:00 should be avoided.
 - c. Staff who teach between 8:00 and 5:00 raise the question -- "who would be doing their job while they are teaching?" This must be addressed with respect to audits.
 - d. Flex-time is an approach we can use. We must use good judgment.
 - e. A job description could be changed, to include teaching where appropriate.
 - f. Approved leave during the time a staff member is teaching would also be an approach.
 - g. Lunch hour teaching is generally problematic since a one-hour time slot for teaching and advising, etc. doesn't seem adequate.

2. Academic Operating Policies:

- ❖ AOP 12.09 -- Class Attendance and Reporting Absences: Associate Deans Council passed this AOP last week, basically adding another category for excused absences. After discussion and suggestions for revision, the Deans Council voted unanimously to return the policy to Associate Deans Council for revision.

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- ❖ AOP 12.15 -- Academic Probation: After a motion and second to approve, the Deans Council voted unanimously to approve the policy.
- ❖ AP 12.35 -- Academic Accommodation for Students with Disabilities: After discussion, all agreed that the policy needed some work. The Deans Council voted unanimously to return the policy to Associate Deans Council for revision.