

Deans Council Minutes
June 16, 2003

Members present: George Verrall, chairman; Lou Capella (for Sara Freedman), Phil Oldham, Walter Diehl (for Linda Pote), George Rent, Roy Ruby, John Thomson, Lynn Reinschmiedt (for Vance Watson), and Jim West. Also present were: Butch Stokes, Gary Pike, Charles Guest, Mike Rackley, Nancy Reichert, and Phil Bonfanti.

1. Dr. Diehl introduced Nancy Reichert (the new Vice President of the Faculty Senate), who will be a new member of the Deans Council.
2. Academic Operating Policies:
 - Dead Days Policy, #12.03 -- Due to the new calendar schedule, the recommendation was made to eliminate Dead Days Policy. This was approved unanimously, with no opposition. Dr. Verrall will send a memo confirming the elimination of AOP 12.03.
 - Freshman Entrance Requirements, #12.29 -- In an attempt to address SACS issues, we are adding an Undergraduate Admissions Policy Committee (to be approved by the President), added AP credit, eliminated the reporting channel to VP for Student Affairs. After discussion this was approved with no opposition.
 - Faculty Workload, #13.23 -- We need to look at this very carefully. This policy will come back for further discussion. The second sentence in Policy/Procedures is very important.
3. Dr. Pike discussed the document concerning Fall 2001-Fall 2002 Retention and Success Rates. The Pathfinder project coordinated by David McMillen is a successful program and this is the sort of thing we can do and will do in the future.
4. Dr. Verrall distributed information on "Total Graduate Student Enrollment". This will be an agenda item for this week's CAO meeting and the August BOT retreat. Discussion will include closure of master's and PhD programs that do not generate certain numbers of students. We expect to exceed 100 doctoral students this year. Dean Oldham suggested we need information on time-to-degree campus-wide for PhDs.
5. Dr. Verrall postponed the discussion concerning Undergraduate Teaching by Instructor Type.
6. Dr. Verrall postponed the discussion on the Planning Form until a time when Dr. Bauman is present.
7. Planning forms are due to the Office of the Provost by the end of July. Forms should be prepared for each department, for each college, and one for the division.
8. Dr. Verrall asked each college to provide to the Office of the Provost a list of the department heads and when they are due for their 3-year reviews.

Dr. Diehl mentioned that deans need to talk with every faculty member during the last year of the 3-years.

9. A Post-tenure review report is due to IHL in September. Deans should provide Dr. Verrall with information regarding any overall unsatisfactory reviews for three years. This is relating to tenured faculty who have been graded unsatisfactory overall for three consecutive years.
10. New Faculty Orientation is scheduled for the morning of August 18. New faculty will hear from VPs, Templeton and Human Resources. More information will be forthcoming. We are also working on a bus trip for new faculty in the fall.
11. Mississippi Association of Colleges and Universities Conference will be held in October at Belhaven College. It is important that we have representatives or deans attending.
12. Other items:
 - IHL is looking at putting together a formula again. Dr. Verrall asked the deans to think about this. There is no problem in asking for money that allows us to compete with peer institutions.
 - We have completed the budget process for this year. Utilities may pose a problem next year. Tuition income will also be short. Scholarship budget is off.
 - We will continue to operate at least through January as we did last fall with respect to released and lapsed salaries. For faculty and support staff, the colleges will be authorized to fill positions in most every case, and will get back 50% to the college. Support staff lapses will pay the utility bill. More information will be forthcoming.
 - Outreach and engagement is progressing. We will all participate in this in the next five years. Continue to think in terms of new management techniques for managing the university in terms of metrics.
 - The Deans were asked to keep track of their portion of the \$2.5 million and document where it is spent.
 - Bob Karr has agreed to assume the Interim Dean position in Forest Resources. Sam Foster will be pursuing other avenues.
 - Diehl and Verrall will meet with Larry Templeton to discuss Thursday night football. We have a request from the Commissioner and ESPN. This would be for the Alabama game scheduled in November. If scheduled, Athletics will share the \$150,000 profit. Dr. Verrall asked Deans for their input about how Thursday night football games disrupt campus and parking. Early notification would make this simpler. Butch Stokes is preparing information on Thursday evening classes.

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- Gaddis Hunt has received a couple of letters concerning summer campers and the cafeteria.
- If possible, the President would like to make an announcement concerning the Provost search at the Board meeting.
- Butch Stokes is our new Registrar.