

Deans Council Minutes
May 6, 2002

Members present: George Verrall, chairman; Wayne Bennett, Frances Coleman, Walter Diehl, Sam Foster, Lou Capella (for Sara Freedman), Phil Oldham, Ruth Prescott, George Rent, Roy Ruby, Clay Taylor, John Thomson, Lynn Reinschmiedt (for Vance Watson), and Jim West. Also present were: Larry Dobbs, Charles Guest, Mike Rackley and Linda Pote.

1. Dr. Verrall items included:

- Dr. Lee is meeting today with the Board of Trustees -- where each President will have a few minutes to discuss tuition increase and the proposed early retirement plan. Dr. Verrall shared his thoughts about the upcoming budget needs. At the regular Board meeting this month, we should learn how much money we have and also receive some direction on pay increases. Dr. Verrall said positions should be removed from budget pages if they are unfunded. We all need to think about faculty who can teach in more than one area.
- Dr. Verrall asked the deans to begin looking at teaching loads. If someone has done no scholarship over the last two years, that should be considered and they should teach more. When they are productive, then we will look at released time again.
- The College of Education has undergone NCATE accreditation review and has met all the necessary standards. We have a couple of areas of concern, which we will address. Dr. Ruby thanked all those who assisted with this and said that we have been fully accredited for five years.
- Waanda will suggest some possible dates for a dean's retreat to discuss the list of questions distributed at an earlier Deans Council meeting.
- The input on the Master Plan is appreciated. A similar meeting will be scheduled with the department heads after graduation concerning the Master Plan. Faculty Senate has met concerning this.

2. Academic Operating Policies:

- AOP 11.06 -- Changes in Academic Major

This gives the receiving college a chance to review the student's records. The AOP was approved with no opposition, and will be sent on to the Faculty Senate for review.

- AOP 12.04 -- Final Examination Policy

This makes the policy consistent with instructions that are published and also addresses the evening exam periods.

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3. We are proceeding with advertising for Director of Institutional Research -- we are proposing changing the name back to Institutional Research. That office needs to be fully staffed.
4. The Provost will assist in the hooding -- the major professor of each student will have the significant, up-front, visible role of hooding the candidates, with assistance from the Provost as needed.
5. Larry Dobbs distributed commencement information for all deans and asked them to let him know if any changes need to be made. Dr. Rent said it would be helpful if there was one person on stage and another waiting to step on stage promptly.
6. Dr. Verrall said that a Thursday night game is being planned for the Fall, and we need to deal with this early. Classes and parking are affected. Academic Affairs needs to make a statement to Athletics.
7. Larry Dobbs reported that the Commencement committee has discussed:
 - several institutions have decreased contact hours
 - the possibility of a 4-day class week.
8. Dr. Diehl introduced Dr. Linda Pote as the new Vice Chair of Faculty Senate -- she will be the Faculty Senate representative who serves on the Deans Council for the coming year.