

Academic Deans Council

Notes from April 25, 2017

1. Approval of minutes

- Moved, second, passed

2. Policy Review Y.YY Regarding foreign travel

- Eliminated waiver form for faculty and staff traveling to a country under a state department warning
- Who pays for travel health insurance?
 - Cornell will look into insurance

3. Quality Initiative

- Shelly distributed a handout on Quality Initiative
- Consider having an entire department be a cohort?
 - Acknowledge that faculty members can feel isolated.
- Time for writing in classes
 - Peer editing can be a big assistance
- Gen Ed Reform
 - Efforts needs to be a faculty conversation
 - Composition: Vertical integration model was a better model when students came in with stronger writing skills.
 - Horizontal integration better aligns for transfer students.
 - There are staffing issues to work out: Do we have faculty in disciplines to cover 200-level writing in discipline?
- Can 2–3 people in departments be the evangelists for the QI initiative?
 - ABET requires demonstrated assessment of writing.
- Discussion: Do we need a motion?
 - Step in the right direction
 - Motion that Deans support proposed actions in Phase I 1&2 and Phase II, point 1
 - Delay phase 2 until Gen Ed is reformed.
 - Phase II is endorsed in principle.
 - Motion seconded and passed.
 - Suggestion that a Provost Post focus on QI.
 - Need to make sure faculty as a whole have QI information to read.

3.2 Department Head Leave

- No concerns

3.3 Student Academic Code of Conduct

- Goal of revision

4. Academic Program Review Process

- Review of process and web page
- What reports should be public?
 - This supports transparency.
 - Externally accredited programs must have public reports for at least some programs. Education posts their reports, HSS and Engineering do not post. APA requires posting; annual report also must be posted.
 - Stop doing lists can be part of program review.
 - Reports need to go beyond need more faculty and more money.
 - Reporting on Library and Graduate school review: these deans are still being asked to report on progress since the external review.
 - Current recommendation: Put site behind LDAP wall.
 - Make site more user friendly: Can list be sortable by different criteria?
 - Need clearer guidance for reviewer and faculty. This should not be used to push an agenda.

- What should Assessment Office provide and what should deans provide to external review teams?
 - David should be more involved in final report.

5. Standing Reports

- Enrollment
 - All letters from colleges are out for review. SAEM will be more proactive in reminding colleges when updates are needed.
 - Calling campaigns: Calling students who have not enrolled yet.
 - Personalized Financial Aid package for students reviewed.
 - No good sense yet of budget effect on enrollment
 - Update on budget: Lawsuit scheduled for May 15.
 - If legislature overturns vetoes, will need to reconcile in a special session
- Faculty Senate: Report distributed
- ADAC: Working on catalog
- HLC: Ongoing work

6. Deputy Provost Comments

- Policy requires that all faculty be evaluated every year.
- Maker's Space
 - Interest from A&S, Engineering. Several departments have a proposal: Dean Titus will share this with Deputy Provost.
- Requests for space need to go to the space committee
- Pay cycle: Grad assistants and temp faculty can be paid without a lag if we commit to hiring everybody before the semester starts. Our time lag was a way to deal with late hires.

Attendees: G. Fant, mmm, S. Stovall, S. Loring, J. Hoffman, K. Hammond, B. Montoya, M. Chaiken, D. Wagner, E. Pontelli, E. Titus, J. Bosland, C. Menking, L. Reyes, D. Pope-Davis, K. Brook, D. Smith, L. Reddi, L. Vazquez, K. Boberg