

DEANS COUNCIL
February 11, 2020
Minutes

The Deans Council met on Tuesday, February 11 from 8:30-10:00 a.m. in the Visual Arts Building room 2015. Those present were Austin Agho (Chair), Jane Bray, Gail Dodge, George Fowler, Kate Hawkins, Brian Payne, Kent Sandstrom, Ben Stuart, Bonnie Van Lunen, and Robert Wojtowicz. Elaine Pearson attended as a guest. The following agenda items were discussed.

1. The January 13, 2020 minutes were approved.
2. Faculty Senate Issue AY18-01-B, Undergraduate Program Director Description

Brian Payne distributed a listing of the following roles and the responsibilities of each role as found in policy: chair, undergraduate program director, chief departmental advisor, graduate program director, and associate/assistant chair. He noted that the role of associate/assistant chair does not appear in our policies. He also distributed a listing of these roles and similar roles, with the exception of graduate program director, as found in the Undergraduate Catalog. Kate Hawkins stated that Elaine Pearson is conducting a census of what we currently have with regard to these roles and the funding for them.

The Deans made the following suggestions for changes to the section on Release Time and Compensation.

- Create separate subsections for release time and compensation in the academic year and summer.
- Clarify the payment for individuals serving in dual roles, such as chief departmental advisor and undergraduate program director.
- Clarify when release time and stipends are provided and eliminate the language that indicates release time and/or stipend.
- Add the ability of the Dean to make exceptions.

Brian Payne and Jane Bray will make revisions to the policy for consideration at a future meeting.

3. Review of Graduate Program Director and Chief Departmental Advisor Policies as Compared to the Proposed Policy on Undergraduate Program Director

The policies for chief departmental advisors and graduate program directors were included with the agenda for comparison to the proposed policy for undergraduate program directors.

4. Graduate Certification of Research Faculty who are not Tenure-Eligible and who are not Based in an Academic Department

Robert Wojtowicz presented a draft proposal for certifying research faculty – specifically those who are currently not appointed within a department/college and who are not tenure-eligible – for graduate teaching and mentoring in the Biomedical Sciences Ph.D. program. After discussion, the Deans recommended the use of memoranda of understanding to create joint appointments with the most relevant departments/colleges as is currently the practice with researchers at the Jefferson Laboratory.

5. Prioritization of Budget Requests

Elaine Pearson distributed the E&G FY2021 Strategic Budget Planning Summary Form. The form shows reallocations as well as the priorities for funding in tiers 1-4. Austin Agho plans to move forward with funding requests for the items in tier 1. Elaine Pearson asked the Deans for their retention needs and conversions by the end of February.

Elaine Pearson will share what was submitted for the 2% budget reduction and will load the information to Box. Austin Agho stated that we have not heard back from the Budget Office about the reduction. He recommended that Council members plan for reductions given the enrollment and student credit hour trends.

6. Policy for the Support of Program Development and Growth in an Online Delivery Format

This topic will be addressed at a future meeting.

7. Availability of Distance Learning to Help Colleges in Recruiting Faculty

This topic will be addressed at a future meeting.

8. Announcements

A. Austin Agho informed Council members that the faculty workload policy and the SCHEV viability list will be topics of discussion at his meeting with the Faculty Senate Executive Committee. He will share with the committee that he will be looking at certificates as part of the viability review.

B. Kate Hawkins informed the Deans about a change in the caps for some classes in the summer. In the past, seats were allocated to the individual CRNs associated with a specific course, such as 10 seats for the Web 2 section, 10 for Web 5 and 10 for Web 7. The recommendation has been made to the Registrar that the cap for all individual

CRNs in the summer be set to the maximum for the course. The Deans supported the recommendation.