

DEANS COUNCIL
April 11, 2023
Minutes

The Deans Council met on Tuesday, April 11 from 8:30-10:00 a.m. in the Board Room in Koch Hall. Those present were Austin Agho (Chair), Li-Wu Chen, Laura Delbrugge, Tammi Dice, Gail Dodge, Ken Fridley, Tim Hackman, Kate Hawkins, Ken Kahn, Brian Payne, Bonnie Van Lunen, Suzanne Wright, Robert Wojtowicz, and Dan Zimmerman. The following agenda items were discussed.

1. The March 14, 2023, minutes were approved.
2. Salary Adjustment Process

Austin Agho stated that he will fill in the amount of money available for the salary adjustment process once he receives the Deans' recommendations. He emphasized that this is a five-year process and is based on merit, not just compression. The Deans reported on the process used in their colleges to determine their salary adjustment recommendations.

3. Faculty Senate Issue AY22-22-C Continuance Policy

Council members discussed and approved the recommendation from the Faculty Senate for revisions to the Continuance Policy for graduate students. The revisions are intended to clarify deadlines for requesting reinstatement (allowed exceptions to timeline), how courses older than eight years must be recertified when reinstated, and how the GPD must approve requests for reactivation (for students who do not register within a year). Also, a new cause for dismissal was added: "unprofessional or unethical behavior as a graduate assistant, student intern, student clinician, etc." Gender neutral language was added. The proposed revisions will be forwarded to President Hemphill for approval.

Robert Wojtowicz will initiate a Faculty Senate issue for a proposed revision to the Student Code of Conduct to add language about unprofessional and unethical behavior by students.

4. Faculty Senate Issue AY22-23-C Graduate Assistantship Policy

Council members discussed and approved the recommendation from the Faculty Senate for revisions to the Graduate Assistantship Policy and related policies for graduate assistants including Graduate Fellowships, Tuition Waivers, Tuition Grants, Tuition Remittances, and Return of Tuition Assistance. Many of the revisions involve moving sections of the policy for clarification. In addition, the following changes were proposed.

- The responsibility of Graduate Teaching Assistants was expanded to include preparation and development of instructional materials and grading, in addition to teaching a course, laboratory section, or other support.
- Language was added to clarify that Graduate Administrative Assistants may perform duties in support of a University academic unit (such as graduate students working in the academic department performing activities like creating newsletters, assisting with assessment reporting, etc.).
- Language was revised to be consistent with the reporting process (Form G10). Graduate Assistants shall be provided with a written job description (Form G9) and evaluated each semester by their supervisor (Form G10).
- Minimum stipend levels were revised.
- Language was added clarifying that a tuition waiver is generally not to exceed nine credit hours.

The Deans expressed concern about several of the revisions. They felt the minimum stipend levels for the summer should be revised to return to the current stipend levels for summer since funding is not available to increase summer stipends at this time. They also felt that the section on evaluation of graduate assistants should be changed to require evaluations each year instead of each semester.

Robert Wojtowicz will revise the Senate's recommendation to reflect the Deans' concerns. Once the revisions have been shared with the Deans, they will be returned to the Senate for their input on next steps.

5. Faculty Senate Issue AY22-35-A Proposal for a New Minor in Public Health

Council members discussed and approved the recommendation from the Faculty Senate for a new minor in public health. The proposed minor will be forwarded to President Hemphill for approval.

6. Review Proposed Language from the Task Force Regarding Student Opinion Surveys

Gail Dodge presented language regarding the student opinion surveys from the ad hoc Task Force. Revisions to several policies are proposed: University Policy on the Evaluation of Teaching, Evaluation of Lecturers, Senior Lecturers and Master Lecturers and Promotion of Lecturers and Senior Lecturers, University Professors, and University Distinguished Teachers.

The Deans agreed that a better instrument is needed for the student opinion surveys, and the response rates need to improve. However, they expressed concern about language added to the section on Student Opinion Surveys in the University Policy on the Evaluation of Teaching that states the following.

In no case are student opinion surveys to be used for summative evaluation of individual faculty members, such as for purposes or reappointment.

Dr. Dodge will suggest a revision to the statement for discussion at an upcoming meeting.