MINUTES OF DEANS’ GROUP
April 28, 2004

Attendees: Ron Henry, Chair
Adamson, Albert, Colarusso, Fritz, Griffith, Hurt, Huss, Kelley, Louis, M. Moore, R. Moore

Agenda:
1. Approval of Minutes of April 14
2. Budget update
3. Enrollment projections update
4. Retention strategies
5. Turnitin plagiarism software – continue?
6. Deans issues – what are the top three issues with which you’re dealing?
7. Any other business

Minutes: 04/14/04 approved with a revision to Library hours. Hours will be reduced by 6 hrs/week. Total hours open 83.5/week.

Budget Update Henry:
The General Assembly will be back in session next week. If they are able to reach a compromise on the budget, the session should last for no more than 4-5 days. If not, the Governor will call a full special session for May 10. Budgets are intact, but will they remain so? Currently, GSU’s appropriation includes $4M in net new dollars from a combination of tuition and workload money. Because we will not be due much workload money next year, we will ask the Regents to put a higher priority on restoring the cuts than on workload money. We received less money from the state in FY05 than we did in FY02-03. Consequently that is why we will have to continue to look at cutting some academic programs. What we have lost in lottery money is the $1.1M in ETACT. Fees covered by HOPE are frozen as of January '04. Students will have to pay a small amount in fees if they are on HOPE. We also lost the Galileo money. Our best guess is that we will clear $4M on the combination of state appropriations and tuition. Of the $4.4M from redirection, only $2.2M will be available in '05 and that will go toward Areas of Focus. In '06 it will be $1.1M and $1.1M in '07. We should know by 5/17 if the ½ of 1% being held by units can be used this year or rolled forward into next year.

Enrollment Projections Fritz:
Informed that both Summer & Fall enrollment is ongoing. Provided handouts of applicant counts for both semesters as of April 28. Advised that summer registration is open until June 18. With summer enrollment already at 12,633, it is anticipated that by the close of registration the 2,500 students we are currently down from last summer will easily be realized. He noted that new freshmen numbers remain flat and transfers down. Informing that fall registration is already over 10,000 students, he asked that department chairs be made aware that fall registration is on-going so that they can look at sections that are filling up and add or close sections. Fall tuition and fees are not yet known. Fee payment is not due until August.

Henry asked for the deans’ assistance in requesting that chairs take a proactive role in enrollment by prompting students to enroll on their appointed dates, or by determining from students why they are not enrolling. R. Moore agreed that encouraging students to enroll was a good idea, while Adamson suggested an automatic prompt to students who had not enrolled advising of future opportunities to do so, and providing directions if they encountered problems might. Fritz agreed to the possibility of contacting current students who had not enrolled and advising them that other than closing for short periods to process paperwork, registration would be open until the end of the first of week of classes. He informed of a $50 registration fee initiated to deter other than the more serious applicants. Last year UGA accepted a lot of late freshmen. As a consequence, our yield dropped from 46% to 42%. This year UGA said they would not do that at the last minute. Transfers are up from what they were despite increasing the GPA from 2.3 to 2.5, but are projected to stay flat compared with last year. Increased reporting requirements continue to keep international graduate student enrollment below what was hoped.

Fritz informed of discussion with the chairs on prerequisite checking. He noted that the GSU checker in Banner is the best in the system, but reported that the chairs are concerned with the time involved because it is a slow process. He informed that complex prerequisite checking would begin next fall with five to ten courses or clusters of majors being checked. The following spring checking will be wide open.
Retention Strategies – Henry:
Advised of chairing a USG graduation rates task force, and distribution of a retention survey sent to all System campuses. He noted that campuses with freshmen learning classes were in stronger positions for retaining students. The task force agreed upon advocating FLC for all campuses. A common trend from the survey was the under-preparedness of students for college. This pointed to a need to work with K-12 for improvement of student learning. Many survey respondents reported having to establish learning support through supplemental instruction. UGA has the highest retention rate, 91% of students are retained the 1st & 2nd year, with a graduation rate of 72%. They are very pro-active in their retention efforts. They judge how at risk students are and guide them through their programs.

Huss: Student advisement is done at the department level in the college. Students at risk go through placement tests and are evaluated on the writing component of SAT. We also offer study skills.

Hurt: What we see as primary retention issues are a lack of engagement with the university and student illiteracy.

Fritz: I believe we do a good job of advising for the core curriculum since less that 12% of seniors are taking core courses. We are falling down on advisement for the major as students have access to PACE forms on line and degree audits, which are points at which we should be advising students what courses they should be taking.

Henry: I would like to establish a task force to look at data on freshmen. Also, there is very little information on transfers; we are trying to devise a way to capture that information. We have one of the largest counts of transfer students; we need to look at what we are doing with them. 2/3rds of our graduating classes did not start here. Our current 6 yr. graduate rate of 38% with students part-time is in the ballpark of our peers. 1st year retention rates have improved to 80-81% with those who take freshmen learning community 5-6% higher in retention. An 85% first year retention rate is our target.

Fritz: The students in the Lofts have a 100% retention rate.

Huss: Do we know at what point we are losing our freshmen so we know where to intervene?

Henry: The system percentage is twice as high in the 2nd to 3rd year and in years 3 to 6 compared with national statistics. We need to look at intervention in the sophomore year.

Henry: The survey questionnaire responses were advocating for supplemental instruction by peer students. Peer mentoring has been a successful strategy it might work for us for 2nd year and above.

Fritz: Students are already doing some enrollment workshops. Peer mentoring could be a strategy for discussion, although it is a challenge to channel and shape, coach and train students to be mentors.

Adamson: If there is a void in peer involvement in the sophomore year and we have observed the continuing bonds from FLC involvement, could that then booster support to reinstate learning communities beyond the freshmen year with an objective of creating ongoing cohort relationships?

Henry: The challenge is with transfer students and how we can make for them a connection with the institution.

Turnitin Plagiarism Software:
Henry: We piloted the software last year; do you want to continue it this year?

Hurt: The Library is uncomfortable with it. It searches only the Internet not proprietary papers. Plagiarism if not identified through Galileo is not showing up in papers in the database. Also, there are privacy issues for students.

Kelley: The College does not want to use it.
Griffith: The College of Law is not using it.

Adamson: I have not checked on continued interest. Are there other alternatives?

Henry: I have asked others and they use Google.

Henry: A similar issue that needs to be addressed is the use of cell phones for cheating on exams. The use of cell phones should not be allowed in exam rooms.

The Top 3 Issues With Which you are Dealing:

Hurt: Lack of engagement of students with sense of community; scholarly communication issues – students can’t afford the high price of books/educational materials – we need to look at institutional repositories; Human Resources – it is difficult to hire and retain good people, and offer competitive salaries - there is no mid-level salary compression; also, spyware, spam, and viruses.

Kelley: Space – it will help when SPS moves out of Urban Life, that will give us additional faculty offices; Kell Hall – the teaching labs are cited by all of our review agencies; our inability to offer specialized labs for our programs; recruitment of TT faculty is difficult; sustaining credit hour momentum puts a lot of pressure on our faculty.

R. Moore: The new building and the move; faculty raises – we are losing our good faculty; graduate student support; would like to see doubling of graduate support from external funds.

Adamson: Graduate student support and research support; staffing, the college has 60-70 visitors - we are rotating faculty in and out in the undergraduate classes but they have to be supervised and mentored by senior faculty; scheduling and planning – we haven't had time to do curriculum evaluation and planning – we need structure for future planning and stable faculty.

Colarusso: Workload is a major issue; defining our training programs. Most are field based, they put time constraints on faculty, they have an expanded role in our program offerings; looking at new models to evaluate quality teachers; instilling in faculty the requirement for research along with instruction, and that research be coupled with external funding; evaluation and assessment of programs – as a part of that process we will follow students and advise if they were successful.

Huss: Our major issue is with competitive challenges; the ability to recruit and retain good faculty; keeping the pressure on the quality of our programs – our competition is not just in GA but also all over the country.

Griffith: Space is a major issue – we can’t add clinics or new faculty, there are leaks in the law library, heating and air conditioning problems; HR issues with hiring, the split between the younger faculty and the senior faculty over salary equity issues – regulations and time spent on grievances; raising private funds we have to energize our graduates; curricular review – long distance learning could affect us, we have to have a state of the art curriculum; maintaining the balance between teaching and research is a constant theme, we stress that excelling in teaching is essential to reaching the goal of scholarly publishing.

Louis: Over the last 2 years we have had no more than a 5% increase in sponsored funding. If we are serious about being a research university, we have to look at what we want to do, we are slipping.

Henry: Only if we can fuel TT positions and space can we improve.

Louis: The loss of ETACT will be a huge drain. It will cost us $300-500K a year.

Colarusso: Is the credit hour load at GSU a factor in lack of effort toward grants submission?

Henry: It may be. Research active faculty tend to be more involved in Senate business. For them to be more productive maybe we should be looking at streamlining their involvement. With less faculty committee involvement perhaps they could be more productive doing other things.
Adamson: Our faculty work with students, in governance, program review, self-studies in the college, all provide ways to keep our energy going.

Kelley: Faculty with a Senate role are under pressure to serve on 3 committees. This service takes up a lot of their time.

Louis: Reminder – the NIH site visit is May 11.