Deans' Group Minutes 1/11/06


The minutes of December 14, 2005 were approved.

Enrollment Update
Bill Fritz provided a handout on enrollment. The enrollment numbers look solid. Ron Henry reported that the university is not out of its fiscal crisis. There has not been enough revenue to balance the budget. Ron Henry mentioned that the colleges should plan on a giveback in FY06 of 2%. Roy Bahl asked if the 2% cut will become permanent. Ron Henry responded that there will probably be an overall 2% cut from FY06 to FY07 but it might be taken differentially.

Ron Henry mentioned that the Office of Student Accounts now reports to the Associate Provost Office. Bill Fritz commented that the Office of Student Accounts has discovered balances owed on 3rd party agreements. The 3rd parties are usually companies who pay for their employees to take courses at Georgia State. The Office of Student Accounts discovered that there are many accounts where there have been no attempts to collect the tuition owed or any contact information on the 3rd party. The Office of Student Accounts has aggressively pursued the outstanding balances and some of the money has been paid by the 3rd party. Bill Fritz mentioned that the Associate Provost Office and the Office of Legal Affairs will now sign off on any agreements with 3rd parties for tuition payment. Susan Kelley mentioned that the deans should also sign for approval on the 3rd party agreements. Bill Fritz commented that unless the agreement is specific to a college major, that may not be necessary. Bill added that an email from the deans can also approve an agreement.

Lauren Adamson commented on the morale of the faculty and staff due to possible budget cuts. Lauren suggested a special message be sent out to the university community when more is known on how the budget will impact the university.

P/T Feedback
Ron Henry mentioned that the P&T cases were well-written. There were a large number of P&T candidates this year with a total of 70. All were approved except for 4 candidates who were not recommended and all 4 candidates have appealed the decisions of the deans. The Provost is the first step in the appeals process and there are two steps afterwards - the President and the Board of Regents. Ron Henry added that the 4 candidates who were not recommended received negative recommendations at the department level.

Ron Henry commented that there is continuing concern on how the evaluation of faculty teaching is done. There will be more emphasis placed on evidence of student learning. The course evaluations will focus on learning outcomes and assessment. There will be more documentation of student learning in faculty dossiers. Ron Henry added that progress is being made in the efforts to evaluate student learning. A new initiative by the USG Academy for Learning is underway to better understand learning assessment and ways to assess evidence of learning. Ron Henry and Ron Colarusso are involved with the Academy for Learning in addition to seven Georgia State faculty.

Bill Fritz noted that this year's letters by reviewers seem to produce better letters and more positive comments about the professor and the institution. Lauren Adamson mentioned that the College of Arts and Sciences had been paying outside reviewers for their P&T evaluations of faculty. This practice had been adopted by the former dean, but was phased out this year. Other deans commented that they do not pay reviewers. Ron Henry mentioned that including student comments from faculty course evaluations will be continue to be included in the dossiers for P&T, but the Provost will not need the comments unless requested. Bill Fritz mentioned that the online return of faculty course evaluations by students is around 90% and that 20-30% of students comment on the evaluations. Ron Henry added that the faculty course evaluations should be used more to improve faculty instruction.

Retention/Progression/Graduation Issues: undergraduate theme, double majors, faculty advising
Bill Fritz provided a handout showing the degrees and programs in each college. Bill mentioned that in the next couple of weeks, the university would like to implement an email broadcast system that department chairs can use to communicate with all of their majors. With the assistance of the IS&T Help Center, the chairs will have listservs for both undergraduate and graduate students in their department. Bill added that the department chairs will be the only person who can approve an email to be sent to the students in their major. Ron Colarusso asked if the deans would be able to send out emails to majors in their college. Bill commented that currently only the department chairs will be able to send out email to their majors. There are discussions underway on building a listserv for the deans. Bill added that the email will show who the email is from and the subject matter. Bill added that they would like to have this email system up and running within the next two weeks. There will need to be some corrections and changes on
the scope of this new communication later, but the system is ready to go forward.

Ron Henry distributed a handout on the retention implementation action plan, January 2006. The handout included an advisement plan. The advisement plan would train faculty in advising, especially for those faculty designated by each department as the ones that students should approach about questions on their major. The advisement plan would differentiate between career counseling/mentoring (faculty) and academic regulations questions (staff). Course-taking might be part of both sets of questions.

Ron Henry highlighted the status check of several advisement initiatives from the handout. Plans are underway for transfer orientation and for online orientation. The results from the focus groups with white students for ideas on changing the campus culture are being analyzed by the Counseling Center. The Admissions and Standards Committee is reviewing the requirement of students to complete Area A of the curriculum by the end of the first two semesters. There is discussion on limiting changes to the major by students to only the beginning of the next semester and to require sign off by the academic advisor of new program. The university is encouraging students to use the web site for self-advisement.

The retention plan will look at how many freshmen are first-generation college students. Bill Fritz mentioned that 58-59% of students whose parents attended college graduate system-wide within six years while about 30% do graduate if there neither of their parents attended college. Ron Henry added that the Board of Regents is focusing on the graduation rates at System institutions.

Ron Henry mentioned that the department retention plans will be implemented in the near future. However, departments will receive examples of retention plans first before being asked to write their own.

Any other business
There being no further business, the meeting adjourned.

Next meeting: Wednesday, January 25, 2006, 9:30-11:30 a.m., Room 418 Urban Life Building (College of Law Faculty Conference Room).