Deans' Group Minutes 1/25/06

In Attendance: Lauren Adamson, JL Albert, Roy Bahl, Joan Carson, Ron Colarusso, Irene Duhaime, Anne Emanuel Charlene Hurt, Susan Kelley. Ron Henry, Chair.

The minutes of January 11, 2006 were approved after modifications. Lauren Adamson's comments on phasing out paying outside reviewers for P&T faculty evaluations were made after Bill Fritz commented on the letters from the reviewers being better this year.

Enrollment Update
Ron Henry provided an update on enrollment. The enrollment credit hours are 285,000-286,000. These numbers are below the enrol projections set in the budget. The budget is $10.2-$10.3M short on revenue projections. This shortfall will result in a 2% cut in the colleges. Ron Henry added that the College of Health and Human Sciences has seen progress in their enrollment. Ron Henry mentioned that stude had their registration cancelled for non-payment are still being added back into their classes once they pay.

Joan Carson provided a handout which department chairs can use to monitor students enrolled in their programs. Joan mentioned the departments can monitor head count and credit hours in Statware. Joan asked for comments on the handout. The deans suggested ad student telephone numbers; separating the list by students that are enrolled and those not enrolled; include students eligible for enrol but have not enrolled; list undeclared majors for advisement purposes. Joan Carson commented that the handout would be revised to the deans for review.

Student Appeals
Joan Carson provided a handout comparing the college undergraduate petitions/appeals process for grade appeals and general petitions/appeals. Joan has been working with a Grievance Group charged to review various campus grievance policies. The Group recommends that the grievance procedures be uniform across colleges and more student-friendly. The Grievance Group is recommending two appeal processes: 1) Grievance and 2) Waiver/variance.

Ron Henry commented that the grade appeal procedures should be uniform across the colleges. Joan Carson added that the intent of the appeal process more student-friendly does not mean the process will make it easier for students to file an appeal. The deans disc various appeal procedures in their college. Roy Bahl recommended that the Grievance Group start their review with the grade appeal and share their recommendations with the deans for review.

Ron Henry mentioned a problem with student waivers. If a student makes any changes in their classes or changes in status, the comp kicks out the waiver. The Registrar's Office is investigating the problem.

Ron Henry mentioned a mandatory Managing Faculty Events (MFE) Workshop being held on February 2, 2006 from 9 a.m. to 4 p.m. will require one person from each college to attend. A notice was sent to the appropriate college personnel about the workshop.

QEP Discussion
Joan Carson provided a handout on the SACS Quality Enhancement Plan (QEP). Georgia State University is due for reaccreditation SACS in 2008. In order to maintain our accreditation, we must comply with two principle requirements: 1) submit a Compliance Re and 2) implement a Quality Enhancement Plan (QEP), which is an initiative that the institution will undertake to improve student le: outcomes. The QEP will focus on the assessment and continuing improvement of two general education outcomes: Critical Thinking Writing. Departments are already assessing these two outcomes as part of their annual student learning outcomes assessments. The QEP applies only to undergraduate programs.

The deans discussed the various aspects of the Plan outlined on the handout. Joan mentioned the QEP timeline on the handout for a year 2005-2006 will include discussions of goals with deans and college department chairs, cost analysis, a feasibility study, and ini rubric discussions with the committee and departments. There will be discussions with individual departments to determine related costs to implement the Plan.

Budget Discussion
Ron Henry mentioned that FACP is reviewing enrollment data and units that are funded by Fund Code 10. Ron Henry mentioned that care centers, the Rialto, and various Centers in the colleges that receive at least $100,000 as areas that will be reviewed to evaluate funding from the university and any external funding they receive. Ron Henry added that the university is looking closely into the return on investments in various programs and units on campus. Ron Henry added that the administration will make every effort to come up with balance for potential budget cuts.
Stimulating on-line courses; increases in graduate students; increases in retention
Ron Henry mentioned that further discussions will be underway in the coming months on strategies to stimulate the future of on-line and retention of graduate students.

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

Next meeting: Wednesday, February 15, 2006, 9:30-11:30 a.m., Golden Key Board Room, 2nd Floor Student Center.