Deans' Group Minutes 10/11/06

**In Attendance:** Lauren Adamson, Roy Bahl, Joan Carson, Ron Colarusso, Irene Duhaime, Bill Fritz, Charlene Hurt, Steve Kaminshine, Susan Kelley, Robin Morris. Ron Henry, Chair

**Approval of Minutes**
The minutes of September 13, 2006 were approved.

**SACS Requirements**
Joan Carson presented the Graduate Council recommendations on the four university-level standards that Georgia State must produce in order to comply with SACS requirements.

The deans discussed the four recommendations on the handout along with the handout on Documenting SACS Requirements.

The deans agreed on the using the language from the SACS document for three of the four recommendations by the Graduate Council. For recommendation #1, the SACS language under 2.7.1 will be used; for recommendation #2; SACS language under 3.4.8 will be used; and for recommendation #3, SACS language under 3.6.3 will be used. The deans agreed to eliminate recommendation #4 on the handout.

**Update on Faculty Information Management System (FIMS)**
Joan Carson discussed the progress of FIMS in the colleges. Joan Carson mentioned that the colleges can continue to use shadow systems for comparing data. Joan Carson mentioned that the ‘correct request’ button has been taken down temporarily. By April 1 of next year, the system should be better equipped to upload data and the ‘correct request’ button will be restored in FIMS. Joan Carson added that she will alert the deans when the button is functional.

Lauren Adamson expressed concern about the workload of the college HR personnel given their other responsibilities. Lauren Adamson asked if Joan Carson could provide an estimate of how much time it will take to update faculty information for FIMS. Joan Carson responded that Charles Gilbreath would be able to provide the answer to the question of workload. Joan Carson mentioned that Charles Gilbreath is writing a program to alleviate the problems some colleges are experiencing when updating information for FIMS. Charles Gilbreath plans to meet with the colleges of Arts & Sciences, Business, and Education to discuss their ongoing problems with FIMS.

Joan Carson reported that the Andrew Young School of Policy Studies will be the test college when the system goes live on November 1, 2006. Joan Carson added that the colleges may want to wait until December to use the system to guard against any glitches that may still exist. The College of Business will be using a select number of faculty to test the system as they begin to enter data for their annual reports. Joan Carson encouraged the other colleges to do the same.

**Enrollment/Budget Update**
Bill Fritz distributed a handout on enrollment. Bill Fritz reported that the summer and fall semester paid credit hours are up. Ron Henry added that the university is $2M ahead in paid credit hours and that this additional money will be used to invest towards future enrollment and other opportunities for next year. Ron Henry reported that an aggressive drive is being planned that could bring enrollment to 32,000 students. A review of space implications along with faculty and staff to accommodate such an enrollment number will be made.

Bill Fritz mentioned that admissions applications are running ahead from last year with 300-400 more freshmen for next fall semester. Bill Fritz added that he is pleased with the enrollment numbers.

The deans discussed various sections of the overview of fall 2006 enrollment on the handout.

**Follow Up from Retreat**
Ron Henry distributed a handout on notes from the Deans' Group retreat held on September 27, 2006. The handout noted areas for promoting/marketing Georgia State to prospective students. The deans discussed various academic programs offered and the points of pride sections on the handout.

Lauren Adamson mentioned transforming the Honors Program would be an area to highlight. Roy Bahl asked in whose eyes are we trying to capture with the points of pride. Ron Henry answered that students and parents are an audience the university wants to reach. Ron Henry added that the university should take a look inside itself and provide back-up evidence for reasons students should attend Georgia State.
Bill Fritz mentioned the surveys given out during Incept shed some light on the reasons students have chosen Georgia State. The return on the surveys is close to 100%. Bill Fritz distributed a handout from Incepts in 2005 and 2006 on the important reasons for deciding to attend Georgia State. The deans discussed the handout.

Robin Morris mentioned that the university needs to know what we are known for and highlight those areas. Steve Kaminshine added that learning why students decided not to attend Georgia State and learn why they chose to attend Georgia State would be important factors for the university. Steve Kaminshine also mentioned that learning of any negatives noted on the surveys about the university and then work backwards from them would be beneficial.

Ron Colarusso mentioned that promoting our international efforts is important. Ron Colarusso added that he has observed Inceptors during campus tours and noticed their presentation about Georgia State could be better.

The suggestion was made to have the new Vice President for Student Services attend a Deans' Group meeting to discuss ways to promote and market the university and the role of Student Services can play in recruitment.

Steve Kaminshine mentioned creating a top-ranked brochure that would highlight areas where the university has been sited for being for top-ranked in a particular area might create some buzz within the community.

Bill Fritz added that he would bring an ordered list of top majors to the next meeting.

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

Next meeting: Wednesday, October 25, 2006, 9:30-11:30 a.m., Golden Key Board Room 2nd Floor Student Center.