
Approval of Minutes
The minutes of November 15, 2006 were approved.

Student Affairs
Ron Henry introduced Doug Covey, the new Vice President for Student Services.

Dr. Covey commented that the Student Services division plans to collaborate with the academic side of the administration. Angela Walker from University Career Services plans to schedule meetings with the colleges to interface on their needs and concerns.

Dr. Covey mentioned that the Speakers’ Series that began last year could include book authors coming to campus for discussions with the campus community on their books. Susan Kelley mentioned that the faculty in the College of Health and Human Sciences would like to participate in any health-related events that Student Services sponsors.

Steve Kaminshine commented that Student Services could engage in the university efforts on student retention. Ron Henry provided background for Dr. Covey on the Board of Regents initiative on Retention, Progression and Graduation. Ron Henry mentioned the RFP sent out to units announcing the Initiative and encouraging submitting proposals. Ron Henry added that the Student Services division did submit a proposal, but the proposal arrived after the deadline and was not considered.

Bill Fritz commented that the Career Services area has received low scores on career advisement on the surveys given to graduating seniors. Steve Kaminshine reported that the College of Law will be bringing in a consultant to evaluate ways to improve the career advisement unit in the law school.

Fenwick Huss asked Dr. Covey what his agenda for the Student Services division will be after being on the job for a few months. Dr. Covey responded that housing, enrollment goals, improving organizational changes, and creating more diversity within student groups are several areas that will be reviewed.

Steve Kaminshine suggested that any customer service complaints that Student Services receives could be shared with other units as a way to formalize and connect with other areas on campus to help streamline complaints. Dr. Covey mentioned that he has been meeting frequently with Bill Fritz to share insights on ways to improve customer service. Ron Henry mentioned that the One Stop Shop could be used as an example on customer service since this area interacts frequently with students.

Charlene Hurt asked Dr. Covey for his insights on having campus dorms closer to the campus. Dr. Covey responded that the dorms are a positive step for the university. Dr. Covey mentioned that he has met with campus police and has taken safety walks to identify areas of concern around campus. Dr. Covey added that attendance at campus events may increase since students will be closer to campus. Charlene Hurt added that computer labs and library hours may need to be increased to accommodate more student use.

Ron Henry thanked Dr. Covey for meeting with the group.

Student Grievance Policy Update
Joan Carson addressed the handouts on the draft policies and procedures developed by the Grievance Group. The goal of the policy and procedures will be to standardize the grievance process across all colleges.

The deans discussed the handouts which included clarification on wording and deleting some sections. The deans agreed to remove the section on Examples of Unsatisfactory Academic Learning Environment on the Glossary Addendum page.

Joan Carson mentioned that a web site is being developed that will have these policies and procedures available to the campus community.

Ron Colarusso expressed concern that the policies will only cause more problems and confusion to students. Joan Carson commented that these policies and procedures are designed to mirror the current college appeal process.

Joan Carson will redo the drafts with the changes discussed. Joan Carson mentioned that these policies will need to be approved by
the Deans' Group because they apply to academic matters in their college.

Enrollment Update
Bill Fritz provided a handout on enrollment. Bill Fritz reported that the spring enrollment numbers look robust. The registration will be open during the holiday break and the first fee cancellation will take place after the beginning of January.

Bill Fritz mentioned that applications for fall semester are up from last year. Bill Fritz added that the numbers look impressive. Bill Fritz reported that the Registrar's Office is taking a more proactive role with contacting students early on in the application process to inform applicants of any missing information in their file. Bill Fritz added that the colleges can play a role in contacting applicants to touch base with them during the application process.

Work in Schools Policy
Ron Henry reported that the Work in Schools Policy was approved by the Board of Regents at their October 2006 meeting. The policy was developed to encourage institutions that prepare teachers to reward faculty in all disciplines who are involved in the improvement of K-12 education.

Ron Henry mentioned that the policy impacts scholarship of teaching and learning along with collaborating with the public school system. Ron Henry added that the colleges of Arts and Sciences and Education have very good relationships with the public school system and this new policy will be a way to recognize faculty for substantive involvement in the K-12 arena. In particular, if publications arise from the interaction, they might count in areas other than service.

Any other business
Charlene Hurt reported that areas of Decatur Street will be closing to accommodate the construction for the Library Transformation Project. The closing will impact moving along the sidewalks on Decatur Street.

Charlene Hurt added that the closing may impact the Commencement ceremony on December 16. Charlene Hurt mentioned that she will speak with Erin Erskine to alert her to the closing.

Charlene Hurt mentioned that administrators who park in C-Lot may encounter limited access to that lot during the closure, but B-Lot may be an alternate during this time.

There being no further business, the meeting adjourned.

Next meeting: Wednesday, December 13, 2006, 9:30-11:30 a.m., Golden Key Board Room, 2nd Floor Student Center.