Deans' Group Minutes 2/15/06


The minutes of January 25, 2006 were approved.

Delaware Data
Ellen Posey provided a handout of the University of Delaware's 2005 Data Collection Form. Ellen explained that the Delaware data tool to provide consistency in the data that are collected by the colleges. The data are a management tool to compare degrees, workload, and financial information. There are 300 institutions who participate in the Delaware study by disciplines. The workload data collected is for fall semester. Ellen Posey suggested that she can meet with the appropriate staff in the colleges to discuss the information that is for the Delaware Study. The deans commented that they would like to review more of the data first to get a better idea of what information needs to be included in the study. The deans added that a snapshot of fall semester numbers would be helpful to review. Ellen Posey mentioned that buyout and expenditure data in the colleges should be included in the study. Robin Morris added release time and cost-sharing in the instructional and workload categories need to be included in the study. Joan Carson mentioned independent studies, direct readings, and dissertations do not show up in the data collection. Ron Henry concluded the discussion by stating the importance to having internal consistency in data collection.

Quality Enhancement Plan
Joan Carson provided a handout on the SACS Quality Enhancement Plan (QEP). The Plan will be presented and discussed at the department chairs meetings with Provost Henry on February 22 and 23. Harry Dangel and George Pullman will make the presentation to outline the Plan. Lauren Adamson asked if the notes taken at the chairs meetings could be sent to the deans so that they will have an idea of the questions the chairs have about the Plan. Ron Henry answered that the notes will be sent to the deans.

Joan Carson provided an updated handout on the registration/graduation status of students with appointments. The handout now includes students' home and business telephone numbers, and students eligible to enroll, but have not enrolled. Joan mentioned that the handout will be a Crystal Report that departments will be able to access.

Graduate student continuous enrollment policy
Ron Henry provided a handout on the Policy on Continuous Enrollment which states that doctoral students should be enrolled for at least nine (9) hours per year in order to maintain their status as an active student. The handout included alternative language on the policy. The deans discussed the alternative policy and recommended that the nine hours be changed to six semester hours and to change semesters to terms.

Retention/Progression/Graduate issues: Update; Withdrawal policy
Ron Henry mentioned that there is still opposition from the Student Government Association on the proposed withdrawal policy by Senate Admissions and Standards Committee. The University Senate meeting in March will address the withdrawal policy again. Ron encouraged the deans to discuss the proposed policy in their colleges with their senators and department chairs before the Senate meeting. The deans commented that the introductory courses are full at the beginning of a semester, but then students withdraw from those courses. Some students complain that they do not receive the course syllabus at the beginning of the course and have no idea of the course expectations. Once students receive the syllabus and evaluate the amount of work required, they withdraw from the course. Bill Fritz: that having the first week of classes for dropping and adding courses is important and allows other students an opportunity to get into courses that were full. The comment was made that having students visit courses before actually registering for the course might reduce the number of withdrawals.

Graduate tuition waivers
Ron Henry provided a handout on graduate tuition waiver policy considerations. The deans discussed the handout recommendations and no decision was made on any changes. The graduate tuition waiver policy will be discussed further at the next meeting on March 1.

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

Next meeting: Wednesday, March 1, 2006, 9:30-11:30 a.m., Golden Key Board Room, 2nd Floor Student Center.