Deans' Group Minutes 4/12/06

In Attendance: Lauren Adamson, JL Albert, Joan Carson, Ron Colarusso, Bill Fritz, Charlene Hurt, Fenwick Huss, Steve Kaminshine, Susan Kelley, Robert Moore, Robin Morris. Ron Henry, Chair

The minutes of March 29, 2006 were approved after modifications.

Graduate Student Appointments
Dawn Davis from Human Resources distributed a handout on graduate assistant appointment guidelines. The handout outlined the types and levels of assistantships available to graduate students. Dawn Davis mentioned that some departments have annual and academic appointments for their graduate students, but the new HR Peoplesoft system cannot process both types. Robin Morris mentioned that grant close-outs have caused paperwork on graduate students to be sent to HR retroactively which has been a problem.

Ron Henry commented that graduate students should receive an award letter at the beginning of the academic year which would outline their duties and pay schedule. He added that the pay schedule will change from four times a semester to five times a semester for graduate students.

The deans discussed the varying issues and concerns with graduate student appointments. It was suggested that each college HR personnel meet with the university HR personnel to discuss the appointment issues. Dawn Davis mentioned that a working group would review all the changes proposed and report back to the deans.

Enrollment Update
Bill Fritz distributed a handout on fall enrollment. Bill mentioned that 1800 new students have enrolled for the summer semester which is up slightly from last summer. Bill encouraged the deans to monitor their course sections to check enrollment. Bill mentioned that the summer enrollment handout would be emailed to the deans.

Joan Carson added that the deans can access enrollment data on the Crystal Reports. Lauren Adamson asked if an email can be sent to the deans about the Crystal Reports so they can forward the information to their department chairs.

Budget Update
Ron Henry reported that there was no news from the Board of Regents on any tuition increase. The Regents is considering a tuition increase for the freshmen class with the increase being fixed for four years. The Regent's will approve the budget by next Wednesday and the university should receive the information by fax from the Chancellor's office.

Ron Henry mentioned that FACP will discuss various issues and priorities on possible budget cuts. The deans discussed the budget and the impact on units. Ron Henry added that the university will explore ways to use funds creatively and possibly shift some build outs to the FY08 budget. Ron Henry added that paid credit hours for summer and fall semester will help the budget.

W and Plus/Minus Grading Communications
Bill Fritz distributed a two-sided handout. One side was geared towards students informing them on the new university policies that will affect their grades. The other side was geared towards faculty on the new W Policy and Plus/Minus Grades.
The deans discussed the handout and suggested modifications to some sections. The suggestion was made to add the date to the handout. The deans suggested placing the official W Policy under the section on Limits on Withdrawals with a Grade of W. Bill Fritz mentioned that once revisions were done, he would email the handout to the deans for review before sending it out on GroupWise.

NASULGC Accountability and Assessment
Ron Henry addressed the handout from NASUGLC. Ron Henry mentioned that further clarification of accountability approaches will be discussed at the summer meeting of the Council on Academic Affairs which is made up of the provosts and chief academic officers of the NASULGC member institutions. Ron Henry commented that accountability, study abroad, and competitiveness are topics the meeting will address. Ron Henry added that universities will be judged on the inputs and outcomes for student learning.

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

Next meeting: Wednesday, April 26, 2006, 9:30-11:30 a.m., Golden Key Board Room, 2nd Floor Student Center