Deans' Group Minutes 3/28/07

In Attendance: Lauren Adamson, JL Albert, Roy Bahl, Joan Carson, Ron Colarusso, Bill Fritz, Charlene Hurt, Fenwick Huss, Steve Kaminshine, Robin Morris, Christine Rosenbloom. Ron Henry, Chair

Other Attendees: Registrar's Office Team

Approval of Minutes
The minutes of March 14, 2007 were approved.

Graduate Admissions Process
Bill Fritz distributed a handout for discussion with the Deans' Group. The Registrar Office Team explained that there have been concerns over implementation of the common graduate admissions process.

The Registrar Team discussed various aspects of the graduate application processing with the deans. The deans asked if the system has an electronic back up for the applications. The Team responded that EMBARK has a good back up system.

Bill Fritz commented that the new process will be phased in gradually so as not to overwhelm the system and cause delays. The handout featured the many advantages of having a common graduate application process. Bill Fritz mentioned that central imaging and document processing will reduce costs to the university. The College of Education will be used as a pilot for implementing the new graduate admissions process.

The deans commented that the move to a common graduate admissions process should be approached cautiously. Cherise Peters added that the Registrar's Office has an expert team working on the process.

Fenwick Huss suggested having representatives from EMBARK attend the next Deans' Group meeting to provide a demonstration of the system. Fenwick Huss added that college representatives might also need to attend the meeting. Ron Henry agreed and plans will be made for scheduling the demonstration.

Continuous Enrollment Implementation Review
The deans discussed and commented on the issue on continuous enrollment implementation and the requirement of graduate students to carry six hours of continuous credit hours a year.

Graduate Insurance update
Ron Henry reported that the Board of Regents plans to redo the RFP for FY09 in the fall for graduate insurance. Ron Henry mentioned that there has been an 8% rate increase for graduate student insurance for FY08. One reason for the increase may be that insurance costs for international and undergraduate students have been lower.

Critical Thinking through Writing (CTW)
Ron Henry addressed the handout on the Motion to Add a University-Level Critical Thinking through Writing Requirement to the Graduation Requirements. The Motion will be brought forth at the next meeting of the University Senate.

Ron Henry mentioned that the CTW will be modeled like the Writing Across the Curriculum. Ron Henry added that implementing this new requirement will require resources. Ron Henry added that the implementation will require faculty training, but a stipend may not be given for the training. The “train the trainer” model looks like the best option with 2-3 faculty per department being selected as trainers.

Lauren Adamson commented that resources to fund CTW were built into the department Action Plans, but cost for training remains a concern along with disciplinary differences across the colleges.

The deans shared their suggestions and comments on the ways in which the Critical Thinking through Writing requirement will impact their colleges.

Joan Carson commented that she will ask George Pullman to provide a description of the training that will be needed for Critical Thinking through Writing.

Budget update
Ron Henry reported that the Board of Regents has called a Special Meeting on May 2, 2007 to approve allocations and tuition rates
for FY2008. Ron Henry added that the raise pool will probably be 3%.

Ron Henry mentioned that the Oklahoma State data has been received and will be sent to the deans after he reviews it.

Any other business
JL Albert reported that three Town Hall meetings are planned over the next several months to discuss the status and implementation of the new telephone system. JL Albert mentioned that the $20 charge has been reduced to $13 to have unpublished numbers receive the message giving callers the new telephone number.

Robin Morris mentioned the Undergraduate Research Day scheduled for April 11, 2007.

There being no further business, the meeting adjourned.

Next meeting: Wednesday, April 18, 2007, 9:30-11:30 a.m., Golden Key Board Room, 2nd Floor Student Center.