Council of Deans  
Unapproved Minutes  
January 14, 2002

Members:

Sullivan  
Buckley  
Burgess  
Dawe  
Goode - Absent  
Harrison  
Neale  
Soelle  
Young

Also Present:

Tony Porkorny  
Dr. Linda Dzialo  
Dawne Massey (Representing ITS)

1. Agenda Item 1 - President Davis

President Davis explained the reason for the shortfall of state revenues in the areas of oil and natural gas taxes. Higher education is funded more heavily from the specific revenues that had shortfalls. The State Regents have argued that the revenue shortfall should be shared across all state agencies and not just by the ones funded by the taxes that have come up short. If the State Regents’ figures are accepted the impact on Cameron University would be a reduction of approximately $216,267. A budget modification item has been prepared and will be taken to our Board of Regents the end of this month. The areas that will be affected will be teaching and professional salaries both academic and instructional support (unfilled positions); operation of university facilities (salary savings); and then savings in utility costs. For the rest of the year there will be a closer scrutiny on any new hires, adjunct and overload costs for the second eight weeks and the summer term, and any equipment purchases as we finish out this year. Davis stated that we are looking at a very flat or possibly a very small growth situation for the coming year. President Davis shared in detail what happens when there is a revenue shortfall in higher education financing, the whole budget process and what is happening politically with taxes, budget reductions, etc. in Oklahoma.

2. Agenda Item 2 - Human Participants’ Protection Training

a. Sullivan asked Dawe to proceed with his presentation. A memo regarding Human Participant’s Protection Training was distributed.

b. Dawe stated that this is just information that lets everyone know the Federal agencies that provide oversight of human participants protection. They have been restructured over the past year and part of that restructuring is that they have created a new Federal office called the Office of
Human Research Protection. That new office has been working very closely with OU to set up a prototype for human subject protection. OU has restructured their IRB into four separate components. They have an IRB for review of a research proposal; an Assurance Office which is separate and independent; a grants and contracts component and an educational component. The educational arm works very closely with the other three. Further explanation was presented in the discussion that followed.

c. During the discussion Dawe mentioned that OU has worked very closely with the National Institute for Health to set up a series of free modules to train people on ethical guidelines. This is a free program that can be accessed on the Internet - a series of workshops. It takes an hour or so to get through each one. At the end of each program there is an assessment - have to go through a quiz. If you successfully complete all of the components you get a certificate at the end of the training which shows that you now have Federal training and are allowed to go ahead with research involving human subjects. The certification is printed from the computer. Dawe discussed the financial penalties associated with non-compliance.

d. Dawe feels that it is appropriate for us to have all of our faculty who are involved with any type of research on human subjects to get on line and complete the free course. It is also important to have an office that monitors who on campus has completed that course. Dawe has put a link to the training module on the Graduate Studies home page.

e. Sullivan stated that before he sends this memo out, he would like the deans to take a look at it and if there is any feedback, let him know.

3. Agenda Item 3 - Dr. Engelkemeyer’s presentation

a. Sullivan asked Dawe go ahead with this item. Dawe stated that on December 10, at UCO, Dr. Suzanne Engelkemeyer made a presentation on the role of assessment in higher education. There were several points that stood out in her presentation.

b. The first issue was the model of education as a business. It seems to be that more and more educational institutions are subscribing to a business model where the student is the customer and we are providing services to that customer. There was considerable discussion about the similarities and differences between the educational system versus the business system. One of the critical issues that was discussed was the issue that in business there is some control over the supply whereas in education we don't have any control over the supply. There was some discussion for the need of better linkage between higher education and public education systems to have a better handle on the supply side.

c. The second issue was a discussion about the fact that college tuition since 1988 has grown 90%, whereas medical care costs during that same period of time have increased 65%. Those are the two largest increases from 1988 in terms of costs. Education is well above the second place medical care costs. She argued, somewhat convincingly, that the reason why assessment is playing a significant role in education now is that there is this increase cost issue while at the same time the
view among the public is that students are leaving unprepared for the job. The public has increased
the pressure on education to prove that they are doing something good for the students - that somehow they will be able to get a better job because of these increased costs.

d. The next issue was what is leading to these increased costs. For example, some institutions are very good at adopting new roles but are very poor at removing things they are no longer good at. Institutions tend to always have new projects going on but never remove those things that are not effective. She thought institutions would do a much better job if they would review what is offered and get a better handle on their identity, where they want to go, and then focus on those things and remove the rest. Dawe felt this last issue is an important one. Discussion followed.

e. Sullivan mentioned that Dr. Engelke may be an interesting speaker for the Festival.

4. Agenda Item 4 - Status of Library Services for Distance Learning

Young distributed two documents - “Cameron Library Services and Distance Learning Status Report” and “CU Library Web-Accessible Electronic Databases.” She stated that one of the Librarians has developed a module to go along with one of our composition classes. Students taking the course can access the module and learn about Library services. Another thing they have done is added some electronic data bases which will help our distance learners access information off-campus. They are currently working on delivering articles to students electronically. It is not working yet but the way it should work is that students will be able to access articles we scan into their computer. They are also working on a tutorial that could be posted to the web page. We still don’t have policies for these off-campus students - we don’t have a list of services that we provide and policies and directions to give students who are off campus. One reason for that is that we have not figured out how to make the electronic delivery work yet and she doesn’t have any money in her budget to pay for a lot of mailing costs. She will need to talk with Sullivan on that. Sullivan mentioned that if we get the fees changed from $2.00 to $4.00 per credit hour, that will increase those funds. Brief discussion followed.

5. Agenda Item 5 - Draft Memo, Recommendation for Faculty Salary Increases

Sullivan distributed the draft memo regarding recommendation for faculty salary increases. He stated that the Faculty Council has sent out a recommendation they would like to see implemented as a revision to the Faculty Handbook. It has to do with the requirement that is currently in the Faculty Handbook, that faculty members be advised of the recommendations for salary increases and that they be given an opportunity to refute or respond to those recommendations. Sullivan believes this can be handled administratively. He would like the operational deans to take a look at the proposed memo and get back to him if they have any comments.
6. Agenda Item 6 - Letter - Student Retention and Graduation - Performance Funding

Sullivan distributed a letter regarding student retention and graduation - performance funding. This is a letter containing information that President Davis put forward to the State Regents. The reason he is handing this out is that it has some good arguments about why high performance funding is not a good idea for this university; however the Regents have subsequently voted to implement performance funding. Sullivan does not know what implications this is going to have on us.


Sullivan handed out the e-mail regarding the Council of Undergraduate Research Washington Report for information only. This document talks about the new Technology Talent Act of 2001. This lays out some ideas that there will be a continuing emphasis on undergraduate research. We are pretty well positioned and the CUR is a major advocate of this. Buckley is the lead person on this. The bottom line is that it looks like there will be a lot of money for undergraduate research, particularly in science and technology. Brief discussion followed.

8. Agenda Item 8 - Launch Dates for SBI

Sullivan distributed a document giving the launch dates for SBI. Sullivan asked Dawne Massey to talk about the schedule. Massey stated that April 2 at 5:00 p.m., the 3000 will be down so that SBI can be implemented. It will be back up on April 9. VTLS will not be affected; everything else will be down. On April 9, the on-campus advisors will be enrolling students using IRISLink and online registration. April 23 the IRISLink and online registration will be available for true online students. April 30, IRISLink will be available for general student population with the exception of online registration. We don’t have a date yet for the general student population for online registration because we don’t know what everyone wants to do about advising students. Discussion followed.

9. Agenda Item 9 - Updated Cost Analysis on Online Courses

Sullivan distributed draft memo, Updated Cost Analysis on Online Courses. Sullivan would like deans to look at it, challenge any of the assumptions he has made about the costs. Requested feedback about the feasibility of the vision he has for cost recovery. One thing he is specifically interested in is that if we start earning more money than the program is costing, what sort of incentives are the deans interested in seeing as a part of participation in the online program. For the group’s information we are bringing in $77,000 more, at this moment, than we had in the past when we didn’t have online courses. Short discussion followed.

10. Agenda Item 10 - Letter re: Teaching in Higher Education (THE) Forum -

This item will be circulated at a later Council of Deans meeting.
COMMENTS

Burgess - No comments.

Soelle - No comments.

Young - No comments.

Neale - No comments.

Harrison - No comments.

Pokorny - Wants to alert the deans to the fact that a meeting is planned for Wednesday at 10:00 a.m. where some important decisions will be made on the eArmyU bid proposal. There are some very sensitive things that we will have to make decisions on if we are going to move forward with Army online. Sullivan asked that both issues of the questions and answers be read prior to the meeting.

Dawe - No comments.

Buckley - No comments.

Dawne Massey - No comments.

Adjourned 12:14 p.m.