Council of Deans

Unapproved Minutes

December 5, 2002

Members:

Sullivan
Buckley
Burgess
Dawe
Goode
Harrison
Neale
Soelle
Young

Also Present:

Tony Pokorny

1. Agenda Item 1 - Items from Executive Council

a. Glen Pinkston will be the new Vice President for Business and Finance. He is from North Carolina. He will be coming in on January 27.

b. There will be a finals breakfast at 10:00 p.m. on Tuesday of finals week. Anyone here that would like to participate is encouraged to do so. It will be in the dining facility and put on by Sodexho. Apparently it was well attended last year - over 200 people. This breakfast is designed for students who are studying for finals.

c. The State Regents has asked us submit a report on the reports that we submit to them, with the idea of reducing the number of reports we send in. When you take a look at all the reports we prepare including academic reports, assessment reports and all the other reports, if you put all those together and think about the amount of time that is spent compiling those reports, we are trying to figure out which ones need to be cut out so that we are not spending so much time doing reports. Sullivan will get Goode and Tom Sutherlin involved in this requirement.
d. Sullivan asked Pokorny to inform the group about the events that are coming up.

(1) Pokorny stated there are four Cameron University social events coming up next week.

(a) The first one is on Sunday, December 8. This is the Cameron House Open House that is being hosted for the community by President Ross and her husband Dale. There will be three shifts. Each of the deans should have received an invitation to that. The deans are spread amongst the three shifts so they can act as hosts and hostesses along with President Ross and her husband. She wants the participation of the Executive Council and the Deans Council in welcoming the members of the community. Asked the deans to attend and take part in working the crowd because there will be a lot of people, probably 80-100 at each of the different shifts. The first shift is 2:00-3:30; second shift is 3:30-5:00 and third shift goes from 5:00-6:00. This event is primarily for community.

(b) There will be a complimentary event on Thursday, December 12 from 2:00-5:00. This is for all staff and faculty. Pokorny asked the deans to also attend and participate as hosts and hostesses. Seventy retired staff and faculty have been invited to this event.

(c) On Tuesday, December 10, we say farewell to the Provost from 3:00-5:00. There will be a reception in the Will Rogers Room. Personal guests of Don Sullivan have received invitations. There will be an electronic invitation sent to all staff and faculty to attend sometime between 3:00-5:00 on Tuesday.

(d) The fourth event on Wednesday, December 11, is the Hackler Teacher of Excellence Award dinner in Duncan.Invitations have gone out to all those that were invited. Dr. Ira Hawk and Mr. Joe Jones are the winners. The professors who nominated those two will be invited along with Dean Buckley and Dean Neale. It starts at 6:00 p.m. This is a full sit-down dinner at the Duncan Higher Education Center.

2. Agenda Item 2 - Fee Waiver Awards to Non-Resident Students (HANDOUT)

Sullivan distributed a memorandum from Dr. McKellips which contains guidance regarding fee waiver awards to non-resident students. This is important particularly to deans since we are looking at making some awards that will be given out to each program using the Presidential Scholars Awards program. This is something to keep in mind. Neale asked clarification about her CAMSTEP Program. Some of those students are non-residents but come here specifically for that program. When they first started the program the Regents allocated $25,000 in fee waivers and that has been continued. Sullivan stated that her program is different and is a part of the Regents scholarship award. Short discussion followed about what international students, especially in the graduate school, have to deal with on fee waivers. Sullivan stated that when certain things happen, that is when we need to go in for an exception. Sullivan feels that right now, what McKellips is trying to get across is that we need to proceed with caution, that there are some guidelines that need to be followed, and that exceptions will need to be more formalized. Right now they are trying to get a more centralized control over it. If somebody wants a waiver that does not fall into the category of being along the county border or is actually a foreign national that we are wanting to help, it will need to be done on a case by case basis. When McKellips becomes the Interim Provost, he may have a different interpretation. What we are trying to do is build enrollment, not depress it but at the same time have an audit trail.

3. Agenda Item 3 - Rank and Tenure Projections (HANDOUT)
Distributed the document on rank and tenure. This is the annual data summary report of where we are. Based on other institutions, we are in excellent shape. We are generally below the average of the other Oklahoma universities both in tenure and rank. Discussion followed.

4. President Ross came into the meeting. She informed the group that we do have a new Vice President for Business and Finance, Mr. Glen Pinkston. He will start January 27. She thanked the group for participating in the interviewing, being involved and giving her input. It was very helpful and she expressed her appreciation.

5. Agenda Item 4 - Summer Budget Discussion

Sullivan stated that he had sent an e-mail out on what needs to be done on the summer budgets. Asked the two deans that were over to look at their budgets, rework them and get them back to him. Short discussion followed.

COMMENTS

Burgess -

a. As most of this group has heard, OU has lost the contract for the MBA Graduate Program as well as the Early Childhood Education Program. With the MBA Program, we are replacing eight sites in Europe with 20 sites for the Marine Corps so we don't think there will be an enormous impact but we are still trying to look at projections on numbers of students and where that leads us. The end of July will be the last of our courses. We have scheduled courses to teach in August that we will not be teaching. Sullivan mentioned that this may be very motivational to move our MBA program to new formats. Discussion followed.

b. There will be a Wednesday forum on workers compensation and Burgess expects this one to be well attended.

c. Burgess attended a conference on Oklahoma Personnel Law Updates last week in Oklahoma City. It brought to light a number of things that have been mentioned before. In the first part of the year, she feels like there are some real needs to do some training on several different levels. One is probably to the VP's and deans as a group; then the next level to the department chairs; and then the third level would be to all of the personnel committees. This will be something that will have to be done periodically. This has to do the questions that are appropriate and inappropriate to ask when the recruitment committees interview people from the outside. Discussion followed.

Soelle - On behalf of the Council of Deans, Soelle thanked the Provost for his service. Sullivan stated it has been his pleasure and that this is a wonderful group to work with. Soelle also mentioned that the Festival Gala will be on January 25 and they are sending out formal invitations today. The President and her husband will host the Gala. The tickets are $12.00 for an individual and $20.00 per couple for faculty and staff. Students are $6.00 and $10.00.

Neale - No comments.

Dawe - No comments.

Pokorny - No comments.
Harrison - No comments.

Young - No comments.

Buckley - No comments.

Goode - No comments.

Sullivan stated that there will be a service learning program at the State Regents on Thursday, December 12 in lieu of the COI meeting. There are two slots available and Sullivan is signed up for one of them. If anyone would like to go let him know. Short discussion followed.

Sullivan stated there probably will not be a Council of Deans meeting next Monday.

Adjourned 11:11 p.m.