Council of Deans – Minutes

Date: Tuesday, April 6, 2010     Time: 3:00 p.m.     Location: Admin Board Room

Members present:
Buddy Odom, Dean, School of Business
Ronna Vanderslice, Dean, School of Education and Behavioral Sciences
Von Underwood, Dean, School of Liberal Arts
Reza Kamali, Dean, School of Science and Technology
Susan Camp, Director, CU-Duncan
Debbie Goode, Director, Information Technology Services
Tom Sutherlin, Director, Institutional Research and Assessment
Sherry Young, Director, Library Services
Linda Phillips, Registrar
Aubree Helvey, Assistant Vice President for Academic Affairs
Sylvia Burgess, Associate Vice President for Academic Affairs
John McArthur, Vice President for Academic Affairs

Members absent:
None

Corresponding Members:
Aubree Helvey, Assistant Vice President for Academic Affairs

Agenda and Notes

1. Approval of Minutes – March 2, 2010 Meeting
   
   Approved

2. Announcements and Information Items
   
   a. Campus construction – Vice President Pinkston
      i. Reminder and description of McMahon Centennial Complex (MCC)
         Dedication on April 8, 2010
      ii. Student Union – update on architect review and remodel plans
      iii. West Hall – update on review process and decision to demolish the building due to the condition of the building and the lack of suitability for current academic needs, Tom Sutherlin mentioned possible ASCOG funds for removal
      iv. Student Activities Building – modest internal renovation to meet Honors Program and Faculty Senate needs
      v. Wellness Center will be placed in the first floor of North Shepler in the area previously occupied by OneStop and the Women’s Hall Residence Manager
b. Review of pre-enrollment – Will be discussed at a joint meeting of Council of Deans and Council of Chairs on May 4, 2010

c. Committee restarts – Thanks to Chris Keller and Deans Council members for their assistance restarting these two important committees
   i. Information Technology Advisory Committee – Debbie Goode
   ii. Teaching and Learning – Aubree Helvey

d. Staff performance evaluations – Supervisor review of draft staff evaluations prior to discussion with staff. The process must be completed by April 23, 2010 including all signatories.

e. Faculty and Staff Awards and Recognition Event Speaking Roles for Deans and Directors


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<th>Retiree</th>
<th>Introduction</th>
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<tr>
<td>Joe Jones</td>
<td>Ronna Vanderslice</td>
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<td>Janie Harrell</td>
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<td>John Moots</td>
<td>Von Underwood</td>
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<td>Tom Sutherlin</td>
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<td>Tom Russell</td>
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<td>T.K. Bhattacharya</td>
<td>Buddy Odom</td>
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<td>Tommy Hill</td>
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<td>Lucinda Poahway</td>
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<td>Yvonne Fooshee</td>
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<td>Pat Von Dissen</td>
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<td>Linda Gibson</td>
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<td>Jaclyn Mizell</td>
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<td>Bea Lipford</td>
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f. Budget update – At this time the projection is a FY11 budget reduction in the state allocation of $4,400,000 or 19%.

g. Interviews and Hiring – AVP Helvey and Maurissa Buchwald are available to train and help screening committees. You are strongly encouraged to enlist their services prior to interviews.

h. Academic Affairs Internal Audit during the week of April 12, 2010

i. National Institute for Learning Outcomes Assessment (NILOA) Survey – The following CU programs were selected to participate: Health and PE, Sociology, Business Administration (BBA), Elementary Education (BS) – George Kuh and Stan Ikenberry are leading this project. They will be HLC presenters later this week.

j. MILITARY INSTALLATION VOLUNTARY EDUCATION REVIEW (MIVER) Self-study - American Council on Education
   The report is due August 9, 2010 with a site visit on September 13 – 15, 2010. Writing assignments will be distributed for work over the summer.

k. Girl Scouts event on April 17, 2010: What is the planning status? None evident. VPAA McArthur will follow up with AVP Glover.

l. Comanche Nation College
   i. Fee issue – attempt to charge an unapproved fee to CU students
ii. CNC Catalog listing CU as accreditor on page 8. Please review the catalog and let VPAA McArthur know of other concerns.

http://www.cnc.cc.ok.us/Welcome/Catalog

m. There will be an informal “Capital Plan” for broken or essential items. These items will include the PC rotation, smart classroom rotation, broken equipment, broken furniture, and life and safety items. Please use the same forms as last year and send them to VPAA McArthur before April 20, 2010. You may get input from departments but this is not a formal plan. It is a mechanism for us to make critical purchases as funds are available.

3. Around the Table (Did not perform this task)

4. Upcoming Meetings and Events
   a. Council of Deans – 3:00 p.m. on Tuesday, May 4, 2010 (Joint meeting with Council of Chairs to discuss enrollment and computer conversion related items)
   b. Council of Chairs – 3:00 p.m. on Tuesday, April 13, 2010 in HH107 (Will be cancelled)
   c. Regents Meeting Dates (for curriculum proposal purposes)
      i. The University of Oklahoma Board of Regents

<table>
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<tr>
<th>Board Meeting Dates</th>
<th>Topics Due</th>
<th>Agenda Items Due</th>
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<td>March 24-25, 2010</td>
<td>February 9</td>
<td>February 16</td>
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<td>May 13-14, 2010</td>
<td>March 29</td>
<td>April 5</td>
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<td>June 21-23, 2010 (Retreat)</td>
<td>April 30</td>
<td>May 7</td>
<td>Norman</td>
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<td>September 13-14, 2010</td>
<td>July 27</td>
<td>August 3</td>
<td>Tulsa/Claremore</td>
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<td>October 27-28, 2010</td>
<td>September 13</td>
<td>September 20</td>
<td>Lawton</td>
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<td>Nov. 30-Dec. 1, 2010</td>
<td>October 12</td>
<td>October 19</td>
<td>Norman</td>
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ii. The Oklahoma State Regents for Higher Education
   1. Thursday, April 22, 2010, 9 a.m.
   2. Friday, May 28, 2010, 1 p.m.
   3. Thursday, June 24, 2010, 9 a.m.
   4. Thursday, September 9, 2010, 9 a.m.
   5. Thursday, October 21, 2010, 9 a.m.
   6. Thursday, December 2, 2010, 9 a.m.

d. Banner Dates
   i. Go Live Dates
      1. Human Resources January 2010 - done
      2. Finance January 2010 - done
      3. Advancement January 2010 - done
      4. Luminis (Aggie Access) February 8, 2010
      5. Financial Aid February - March 2010
      6. Student March 2010 (for Fall 2010)
      7. Accounts Receivable July 2010

ii. Chair, faculty, and staff training continues – Fall 2009 through March 2010

e. HLC Self-study and site visit dates
i. Self-Study draft completed – December 15, 2009  
ii. Dissemination of Self-Study and comment period – February-March, 2010  
iii. Campus contingent attends HLC Annual Meeting – April 2010  
iv. Self-Study Completed—May 1, 2010  
v. Site Visit – November 8 – 10, 2010  
f. McMahon Centennial Complex Dedication at noon on Thursday, April 8, 2001  
   (speakers, food, and activities)  
g. HLC Annual Meeting – April 9 – 13, 2010  
h. Faculty and Staff Retirement and Awards Event – Thursday, April 15, 2010  
i. Scholars Reception in the University Library – Friday, April 16, 2010 at 2:30 p.m.  
j. General Faculty and Staff Meeting – Wednesday, April 21, 2010 at 3:00 p.m. in  
   the CETES Conference Center  
k. Completed Performance Evaluations due to Human Resources – Friday, April 23,  
   2010  
l. Commencement and Graduate Hooding – Friday, May 7, 2010  

5. New Business  

   No new business was presented

   Meeting adjourned at 4:30 p.m.