Council of Deans

Date: Tuesday, January 8, 2013
Location: Administration Board Room

Members and Staff Representatives present:
Buddy Odom, Dean, School of Business
Ronna Vanderslice, Dean, School of Education and Behavioral Sciences
Von Underwood, Dean, School of Liberal Arts
Susan Camp, Director, CU-Duncan
Karla Oty, Director, Institutional Research, Assessment, and Accountability
Linda Phillips, Registrar
John McAarthur, Provost
Elizabeth Hall, Assistant to the Provost

Members absent:
Terry Conley, Dean, School of Science and Technology
Sylvia Burgess, Associate Vice President for Academic Affairs
Debbie Goode, Director, Information Technology Services
Sherry Young, Director, Library Services

Agenda and Notes

1. Approval of Council of Deans Minutes – December 4, 2012 Meeting (Handout 1) - Approved as amended.

2. Announcements and Information Items
   a. First draft of Summer and Fall 2013 Enrollment Schedules are due by January 22, 2013 to the Registrar.
   b. Recommendations for reappointment and non-reappointment due to Provost by February 8, 2013 (Handout 2)
   c. The Spring deadline for the submission of internal grants (Research, Faculty Development, and Innovative Instructional Grants) is February 25, 2013.

3. Discussion Items
   a. Student Success Intervention Course – Strategies for Academic Success (UNIV 2001) information (Handout 3)

Provost McArthur reminded the group that UNIV 2001 will start in the second week of the semester, in 60 minute sessions. The purpose of beginning the course in the second week of classes is so that we have fewer students miss the first
class. There will be one section offered at the Duncan campus and seven in Lawton.

Ms. Phillips explained that if students are not enrolled by the end of today, students will have to complete a special request, requiring the Provost’s signature.

The group discussed that there might be a need to offer a section of UNIV 2001 in the summer.

b. Remaining Seats and Course Tracking for Spring 2013 (Handout 4)

Director Oty told the committee that we are down a lot of seats this spring. We are down 2% from Spring 2012. That being said, we usually have 10% of total enrollment occurring between first day of class and the end of add period.

4. Standing Agenda Items

a. Assessment Activities Update
   i. Update on PQIRs/Assessment- Karla Oty, Director, Institutional Research, Assessment, and Accountability

   Dr. Oty said that there will be 10 General Education Roundtables in February. She encouraged the deans to attend the roundtables that fall within their disciplines. Dr. Oty will send out an email as soon as the schedule for the roundtables is finalized.

   The committee discussed the General Education program in depth. Topics of discussion included assessment, learning outcomes, and thinking about General Education as a program as opposed to a set of isolated course offerings. The committee talked about whether General Education offerings should be overseen by a committee or by the academic departments.


   Criterion Three. Teaching and Learning: Quality, Resources, and Support
   The institution provides high quality education, wherever and however its offerings are delivered.

   Core Component 3.B. The institution demonstrates that the exercise of intellectual inquiry and the acquisition, application, and integration of broad learning and skills are integral to its educational programs.
      1. The general education program is appropriate to the mission, educational offerings, and degree levels of the institution.
2. The institution articulates the purposes, content, and intended learning outcomes of its undergraduate general education requirements. The program of general education is grounded in a philosophy or framework developed by the institution or adopted from an established framework. It imparts broad knowledge and intellectual concepts to students and develops skills and attitudes that the institution believes every college-educated person should possess.

3. Every degree program offered by the institution engages students in collecting, analyzing, and communicating information; in mastering modes of inquiry or creative work; and in developing skills adaptable to changing environments.

4. The education offered by the institution recognizes the human and cultural diversity of the world in which students live and work.

5. The faculty and students contribute to scholarship, creative work, and the discovery of knowledge to the extent appropriate to their programs and the institution’s mission.

Provost McArthur noted that HLC continues to refer to General Education as a program.

Dr. Oty mentioned the need to figure out what General Education outcomes should be required for the Associates degrees. Provost McArthur said that Cameron does not differentiate General Education learning outcomes in the different baccalaureate degrees.

The committee felt that Cameron is probably the strongest in the area of item #5 and that the required capstone course will only heighten our strength in this area.

The council agreed that Cameron is probably the weakest in the area of #2, with the key being that we don’t articulate our general education requirements well. The members continued to discuss General Education offerings.

The group felt that we had made good progress in the area of #3 over the last ten years.

c. Retention and Graduation Rate Project Update

d. Early Alert Usage Update

The Provost will be sending out his semesterly email to faculty this afternoon. He will include new syllabus language explaining the intent of Early Alert from the Top 30 committee.

e. Cameron Guarantee and Institutional Transparency Update
Provost McArthur said that the university will be posting vita updates for faculty starting in January.

f. Legislative Update

Provost McArthur said that he is dealing with State Question #759 which deals with the prohibition of certain preferential treatment or discrimination. Cameron may have to review or alter some of the selection criteria for scholarships, lectureships, etc.

g. Around the Table for Announcements

Von Underwood, Dean, School of Liberal Arts
- The Department of Criminal Justice and Sociology will continue its 2012-13 Speakers Series with a presentation by Duncan Chief of Police Danny Ford on Monday, January 14 at 11 a.m. The presentation will take place in the Wichita Room of the Shepler Center and is open to the public at no charge.

5. Upcoming Meetings and Events
   a. Council of Chairs – 3:30 p.m. on Tuesday, January 8, 2013
   b. Council of Deans – 3:00 p.m. on Tuesday, February 5, 2013
   c. Regents Meeting Dates (for curriculum proposal purposes)
      i. The University of Oklahoma Board of Regents

<table>
<thead>
<tr>
<th>Board Meeting Dates</th>
<th>Topics Due</th>
<th>Agenda Items Due</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 24-25, 2013</td>
<td>November 26</td>
<td>December 10</td>
<td>Norman</td>
</tr>
<tr>
<td>March 27-28, 2013</td>
<td>February 27</td>
<td>February 27</td>
<td>Oklahoma City</td>
</tr>
<tr>
<td>May 9-10, 2013</td>
<td>April 11</td>
<td>April 11</td>
<td>Norman</td>
</tr>
<tr>
<td>June 24-26, 2013</td>
<td>May 28</td>
<td>May 28</td>
<td>Ardmore</td>
</tr>
<tr>
<td>September 18-19, 2013</td>
<td>August 21</td>
<td>August 21</td>
<td>Tulsa/Claremore</td>
</tr>
<tr>
<td>October 23-24, 2013</td>
<td>September 25</td>
<td>September 25</td>
<td>Lawton</td>
</tr>
<tr>
<td>December 5-6, 2013</td>
<td>October 31</td>
<td>October 31</td>
<td>Norman</td>
</tr>
</tbody>
</table>

d. Adjunct Faculty Workshops
   i. Lawton Workshop- Tuesday, January 8, 2013, 6:00-8:30 p.m. in the McCasland Ballroom, MCC (new and returning adjuncts)

e. Family Fun Day on Saturday, January 12 from 10:00 a.m. until noon in the Aggie Rec Center

f. Gender Issues in Leadership Retreat/Book Discussion- Wednesday, February 20 and Thursday, February 21, 2013 in Guthrie, OK

g. The Spring deadline for the submission of internal grants- February 25, 2013

h. Oklahoma Research Day- Friday, March 8, 2013 at UCO

i. Commencement- Friday, May 10, 2013

j. Graduate Hooding Ceremony – Saturday, May 11, 2013

6. New Business