Council of Deans - Minutes

Date: Wednesday, April 2, 2014  
Location: Administration Board Room

Members and Staff Representatives present:
Ronna Vanderslice, Vice President for Academic Affairs  
Marge Kingsley, Assistant Vice President for Academic Affairs  
John Camey, Dean, School of Business  
Howard Kuchta, Interim Dean, School of Education and Behavioral Sciences  
Von Underwood, Dean, School of Liberal Arts  
Terry Conley, Dean, School of Science and Technology  
Susan Camp, Director, CU-Duncan  
Debbie Goode, Director, Information Technology Services  
Karla Oty, Director, Institutional Research, Assessment, and Accountability  
Sherry Young, Director, Library Services  
Linda Phillips, Registrar  
Mandy Husak, Academic Affairs Coordinator  
Vinetta Stanton, Educational Project Specialist

Members and Staff Representatives absent:  
Sylvia Burgess, Associate Vice President for Academic Affairs

Agenda and Notes

- Approval of Council of Deans Minutes – March 5, 2014 Meeting (Handout) – Approved.

- Discussion Items:

  1. Early Alert Data usage — Review of the early alert data. Dr. Vanderslice asked the Deans to encourage faculty to use it earlier to alert students who may not be attending or doing well in the class so that they have an opportunity to do something about it before it’s too late. Some students who receive an early alert for grades along the way actually end up passing.

  2. Assessment calendar — Dr. Oty relayed that old comments have been pulled out and saved in the Document Management area of WEAVEonline. Athletics and Developmental Education are new areas that will be participating next year. Dr. Vanderslice asked that the Deans think about programs in their areas and where they are in the process. For instance, some are in the reliability/validity stage, whereas others are not there yet—maybe at the writing a rubric stage.

  3. PQIR and planning — Dr. Oty provided a timeline for this process and discussion ensued.

  4. IPEDS report — Dr. Oty explained data contained in a few tables of this report. She will send the link for how to access the entire report.

  5. Retention and graduation rates for various reports — Discussion ensued about the different surveys that ask for the number of degrees that we award.
6. Update on 2008 and 2009 Cohort group graduates — Linda Phillips provided an update on the students in various cohort groups that the Registrar’s Office has been contacting. These are students who are near degree completion but have stopped enrolling in classes.

Scholarships and tuition waivers have been offered to these students to encourage graduation.

2008 cohort — 16 students are on track to graduate by July. Need 6 to complete.
2009 cohort — started working on these students

Another list they’re working on is the 2011 cohort group for 3 year Associate’s degree.

7. Teaching and Learning update — Dr. Kingsley shared that Cameron has joined the HLC Academy for Persistence and Completion.

May 2nd – Mentor will be at Cameron to do initial data review. Based on this data, Cameron will be placed in 1 of 2 tracks.


9. Graduation Fair feedback — This event was successful. Students were happy to be able to find everything in one place because they were not sure of all the steps they needed to take to complete the process.

Zeak Naifeh was instrumental in setting this up.

❖ Other:

1. Call for Nominations for Hackler Award for Teaching Excellence — a list of past winners was requested.

❖ Important Dates:

 Council of Chairs – 2:00 p.m. on Thursday, April 24, 2014
 Council of Deans – 2:00 p.m. on Wednesday, May 7, 2014

 Regents Meeting Dates (for curriculum proposal purposes)

   ii. The Oklahoma State Regents for Higher Education
   • March 6, 2014
   • April -24, 2014
   • May 30, 2014
   • June 26, 2014
   • September 3-4, 2014
   • October 22-23, 2014
   • November 6, 2014
   • December 3-4, 2014
- April 3, 2014, 11:30 a.m.-1:00 p.m. – School of Business to host livestream of the OK Ethics lunch forum with speaker Michael Hingson in the MCC Ballroom
- April 5, 2014, 6:30-9:00 p.m. – Opening reception for CU Art Department Annual Senior Art Exhibition at the Museum of the Great Plains
- April 5 – May 4, 2014 – CU Art Department Annual Senior Art Exhibition at the Museum of the Great Plains
- April 8, 2014 – Annual Service Awards Banquet
- April 9, 2014 – Last date to withdraw with an Automatic "W" for 16 week classes
- April 10-11, 2014 – 2014 Scholars Summit at Cameron University in the CETES Conference Center
- April 11, 2014 – Annual CU Interscholastic Contest
- April 11, 2014 – Mid-term grades for 2nd 8 week classes posted by 4:00 p.m.
- April 15, 2014 – Budget requests due to VP Pinkston
- April 15, 2014 – Dean returns a copy of brief comments about the completed Annual Academic Performance Review to department chair and each faculty member.
- April 18, 2014 – Intersession advisement due
- April 21, 2014 – Deadline to apply for British Studies Program
- April 23, 2014 – Last date to withdraw from a class (with signature) for 16 week classes
- April 23, 2014 – Last date to withdraw with an Automatic “W” for 2nd 8 week classes
- April 30, 2014 – Last date to withdraw from a class with signature for 2nd 8 week classes
- May 2-9, 2014 – Final Exams
- May 9, 2014 – Commencement
- May 13, 2014 – Final Grades posted by 4:00 p.m.
- May 14, 2014 – Staff performance appraisals due in Wingspan