Council of Deans – Minutes

Date: Tuesday, November 1, 2011                          Time: 3:00 p.m.
Location: Administration Board Room

Members and Staff Representatives present:
Reza Kamali, Dean, School of Science and Technology
Buddy Odom, Dean, School of Business
Ronna Vanderslice, Dean, School of Education and Behavioral Sciences
Sylvia Burgess, Associate Vice President for Academic Affairs
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
John McArthur, Provost
Elizabeth Hall, Assistant to the Provost

Members absent:
Von Underwood, Dean, School of Liberal Arts

Agenda and Notes

1. Approval of Council of Deans Minutes – October 4, 2011 Meeting – Approved as amended

2. Announcements and Information Items
   a. General Interest
      i. 2012 Course Information Sheets and Syllabus Supplements posted to http://www.cameron.edu/academic_affairs
      ii. Faculty and Staff test of NetSupport for emergency notifications at 2:00 p.m. on Friday, November 18, 2011

   b. Proposed Academic Calendar 2012-2013 (Handout)-

Provost McArthur explained that with this new calendar, there will be no conflict with the end and start times for the 8 week sessions, as there was this year. McArthur explained to the group the scheduling variances for the academic calendar 2012-2013. The scheduling variances are as follows: No Wednesday only face-to-face classes for Summer 2012, no Monday only face-to-face classes for Fall 2012 First 8 Weeks, no Monday only face-to-face classes for Spring 2013 First 8 Weeks, No Monday only face-to-face classes for Spring 2013 16 Week classes.
By creating these variances there is the hope to avoid problematic scheduling situations, such as the Columbus Day closing of Ft. Sill when Cameron still holds classes. If faculty members choose to ignore the scheduling variances, the course must have a hybrid component and must gain hybrid certification.

A 2011-2012 calendar summary and a 2012-2013 calendar summary was distributed to the members by electronic mail on November 2, 2011.

c. Oklahoma’s Promise Statutory GPA calculation requirements (Handout)

Provost McArthur explained that there are efforts to improve the program. Under new legislation students receiving the program benefit must have a cumulative GPA of 2.0 upon the completion of sixty credit hours. To remain eligible for the benefit, students must achieve a 2.5 cumulative GPA of 2.5 for courses taken after the completion of sixty credit hours. Dr. McArthur explained that the significance of this move is that the university must collect a custom GPA for these students and this will create an extra burden on the Registrar.

Linda Phillips, Registrar, let the group know that she will find out how many students fall into this category at Cameron and this will determine the staffing needs.

Provost McArthur will check with Jamie Glover, AVP for Enrollment Management, and Glen Pinkston, VP for Business and Finance, to find out if students that do not meet the GPA requirement also lose their Cameron Gold benefits.

d. NSSE Results- Director Karla Oty (Handout)

Dr. Karla Oty reiterated that these are students’ responses to a survey. She encouraged the group to look at the places where Cameron students are reporting very different from their peers and to think about the areas that we really value as an institution. Dr. Oty informed the group that NSSE will also give Cameron the results by major, but she has not seen it yet. She also let the group know that we do not have the information by site (Lawton, Ft. Sill, Duncan, etc.).

Provost McArthur emphasized that this information is only valuable to us if we use this information.

3. Standing Agenda Items
   a. Academic Festival Update
      i. Feedback on Mr. Chuck Hagel event on October 26, 2011- There were good crowds at all events. Dean Odom reported a Rotary Club member was bragging about the qualities of the three events thus far.
      ii. Reminder: At the end of each month, please forward a list of items to me showing how faculty and staff are including or incorporating the Festival
into student and community experiences on campus. – Dean Kamali reported that in a physical science class that the students are studying rock formations in Afghanistan and that in military science, seniors are doing simulated briefings on Afghan operations. Provost McArthur commented that Professor Kirsten Underwood has added an Afghan music component to her class.

b. Assessment Activities Update –

Provost McArthur reports that there has been some frustration with WEAVE Online, but with WEAVE good ideas have the opportunity to spread across campus. He noted that faculty are going in and making changes, but the main problem as a university is that we’re not tying it back to student learning. We need to take this data and increase student learning.

Dr. Oty reminded the Deans to give their recommendations by December 7. She also noted that there is a need to schedule a roundtable with herself, IAC, the reviewers, deans, and faculty which should allow faculty and staff to appreciate each others’ roles.

Provost McArthur explained that this is a tiring process for the many who are involved, yet when one looks at what is coming out the assessment processes, there are tangible benefits and improvements can be made.

c. Retention and Graduation Rate Project Update – Dr. Oty told the group that the departments should all have received their one semester updates.

d. Early Alert Usage Update (Handout) – Provost McArthur was pleased about the increase in usage of Early Alert by faculty. It is the point in the semester now when we should deemphasize the use of Early Alert and instead emphasize Academic Withdrawal.

e. Cameron Guarantee and Institutional Transparency Update – Provost McArthur noted that there has been good community feedback. He commented that the budget still has not yet been submitted and that there are efforts to get one round of Faculty Handbooks out.

f. Legislative Update – Provost McArthur explained that he is, at present, dealing with 5 legislative data requests which is taking a great deal of time to tend.

g. Around the Table for Announcements

Sherry Young, Director, Library Services
• There is currently a survey about the library up on the library webpage and it takes only about eight minutes to complete. It is open to all and Director Young encourages all to participate.
Karla Oty, Director, Institutional Research, Assessment, and Accountability
- There are three strategic planning meetings coming up and it is helpful to have people show up and give their input regarding Plan 2018.

Susan Camp, Director, CU-Duncan
- There will be a Facilities Master Plan meeting with the Duncan campus on November 7. Director Camp reminded the group that the input of those who teach at Duncan would be appreciated.
- On December 1, there will be a Victorian Tea at the Simmons Center in Duncan.

Reza Kamali, Dean, School of Science and Technology
- There is a new Math Lab Director, MacKay, who will start November 7.
- The Coed team from Cameron’s ROTC program placed first in the Coed Ranger Challenge Competition that was held at Camp Gruber in mid-October.
- The Agriculture Department is sponsoring a motivational speaker conference on November 17. Handouts were provided.

Linda Phillips, Registrar
- She is busy with DegreeWorks.

Ronna Vanderslice, Dean, School of Education and Behavioral Sciences
- Her NCATE visits are going well.

Sylvia Burgess, Associate Vice President for Academic Affairs
- She and Business Professor, Beth Hinkle, took the Ethics Team to a competition over the weekend. AVP Burgess explained that the group is responsible for 15 different cases and that they did quite well. The group expects to go to San Antonio on November 12 for a competition.

John McArthur, Provost
- On November 7 and 8 there will be a number of listening sessions associated with the preparation of the Campus Master Plan.
- On November 15, there is a Hackler Event at Duncan that starts at 5:30pm.
- Oklahoma Research Day will be hosted at Cameron on Friday, November 4. The poster display will take place in the Fitness Center from 9:30am-12:30pm. All disciplines (not just the sciences) will be represented and we are expecting about 1,000 students to be present.
- There are several Veterans Events starting November 3. On November 8, there is a business entrepreneurs event for Veterans. On November 11 there will be a Veterans Day Celebration. Starting at 10am there will be a Remembrance Roll Call at which volunteers will read the names of those who have given their lives during Operation Iraqi Freedom and Operation Enduring Freedom. There will be approximately 6,000 flags in Bentley Gardens to represent each name called. There will be a free lunch for veterans. At 1pm there will be a moment of silence across campus and the country. Dr. McArthur reminded the Deans to let all their faculty members know about this moment of silence.
- Dr. McArthur announced on behalf of Dean Underwood that November 17-20 the Department of Theatre will present a series of one acts entitled “The Great Game” which will tie back into the Academic Festival.

4. Upcoming Meetings and Events
   a. Council of Chairs – 3:30 p.m. on Tuesday, November 8, 2011
b. Council of Deans – 3:00 p.m. on Tuesday, December 6, 2011

c. Regents Meeting Dates (for curriculum proposal purposes)

  i. The University of Oklahoma Board of Regents

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  ii. The Oklahoma State Regents for Higher Education

  1. Thursday, December 1, 2011, 9 a.m.

d. Program Review documents due to Provost – November 18, 2011

e. Faculty and Staff test of NetSupport for emergency notifications at 2:00 p.m. on Friday, November 18, 2011

f. DaVinci Institute Awards nominations due – December 20, 2011 (forms available on October 4, 2011 at www.davinciok.org

g. Academic Festival Speaker – Robin Wright – January 19, 2012

h. Academic Festival Speaker – Stanley McChrystal, Gen. (Ret.) – March 15, 2012

5. New Business

None presented

Meeting adjourned at 5:00 p.m.