Council of Deans – Minutes

Date: Tuesday, October 5, 2010       Time: 3:00 p.m.
Location: Administration Board Room

Members present:
Sylvia Burgess, Associate Vice President for Academic Affairs
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
Karla Oty, Director, Institutional Research, Assessment, and Accountability
Sherry Young, Director, Library Services
Linda Phillips, Registrar
John McArthur, Vice President for Academic Affairs

Members absent:
None

Agenda and Notes

1. Approval of Council of Deans Minutes – September 7, 2010 Meeting
   Approved

2. Announcements and Information Items
   a. Advising Center Update
      VPAA McArthur provided an update on construction status, computer needs, and
draft policy for review. Linda Phillips and Debbie Goode requested copies of the
floor plans (provided by email on 10/6/10).

   b. Cameron University Distance Education Programs as defined by HLC (Handout)
      The list of additional programs meeting the new HLC definition of distance
learning was presented. The next steps will include academic program requests to
align OSRHE approved distance learning programs with HLC distance learning
programs.

   c. Complete College America and Brain Gain (Handout)
      VPAA McArthur presented a brief history of Brain Gain for increasing student
degrees in Oklahoma and an introduction to Complete College America as a
potential replacement program. We discussed recent national discussions,
particularly Georgia, on enhanced retention and graduation efforts at the
university level as an additional accountability measure.
d. Teacher Education: possible merger of NCATE and TEAC into CAEP (Handout)
The group discussed the implications for CU of a merger between NCATE and TEAC. Dean Vanderslice recommended staying with NCATE standards for secondary program alignment as our program reports had already been submitted and in some cases reviewed for this format. Dean Vanderslice provided a handout with additional information.

e. Around the Table for Announcements

John McArthur
i. Oklahoma Foundation for Excellence call for nominations (Handout)
ii. Summary of Endowed Lectureship Proposals and request for proposals for a few of the lectureships with no applicants
iii. Oklahoma Women in Higher Education Conference on November 19, 2010 in Edmond, Oklahoma (Handout)
iv. Update on concurrent enrollment and providing Early Alert information to school counselors rather than requesting weekly grade checks by faculty

Linda Phillips
i. Provided an overview of midterm grades and the first grade entry period under Banner.
ii. We clarified that the 12 week session would use the same final exam periods as the 16 week session.
iii. The final draft of the Spring 2011 schedule will be ready tomorrow for the last review.

Karla Oty provided an update on the document needs for the HLC visit Resource Room. Please provide minutes for committees with alternative data for agendas or meeting announcements if minutes are unavailable.

Von Underwood announced the new Teaching and Learning Series (TLS) in the School of Liberal Arts. The Fall 2010 presentations will be on the use of simulations in the classroom (Justin Clardie and Doug Catterall) and keeping it fresh in the classroom (Sarah Janda, David Fennema, and Susan Hall). Dean Underwood indicated that input was welcome on future topics.

Reza Kamali provided an update on the Simulation Training Laboratory in Howell Hall. Final equipment installation will occur Wednesday morning with faculty and staff training scheduled for that afternoon.

Sylvia Burgess
i. Mentioned recent concerns in Distance Learning with the potential misuse of copyrighted material in some classes.
ii. Announced the new Blackboard Mobile agreement including App development and the ability for students to interact with our course management system through mobile devices.

Debbie Goode
i. Reminded the group of a OneNet service reduction on October 12, 2010 for system maintenance at the state level.
ii. Announced that PC deployment by Delcom would start on October 18, 2010. All documents that faculty and staff wish transferred to their new machines should be placed under the “My Documents” directory.

Sherry Young mentioned the increased usage of Films on Demand in the Library and offered that this could assist faculty with avoiding copyright violations.

3. Discussion Items

a. Guest moderator for Council of Chairs on Tuesday, October 12, 2010
Dean Odom volunteered to moderate the meeting. The group agreed to invite Dr. Kingsley to provide an update on preparations and expectations for the HLC visit in November.

b. Program Prioritization Project
VPAA McArthur reviewed the criteria under review. Retention and Graduation benchmarks will be the first priority but we wish to review programs, academic and non-academic, for value provided to the institution and students from a variety of perspectives.

c. Safety issues and concerns including adjunct training
The group discussed safety issues particularly with respect to informing adjunct faculty of fire and severe weather procedures. Susan Camp has already provided training and information for all CU-Duncan staff. VPAA McArthur requested that the Deans should assure proper instruction of adjunct faculty, directly or through the department chairs, for safety procedures as not all adjuncts attend the orientation each semester.

d. Disney Institute Follow-Up: Which ideas will we adopt, implement, or pursue?
Topic moved to a future meeting

e. Equitable load distribution and overload compensation
Topic referred to the group subset of the academic deans for further discussion. The basic issue discussed was equitable load distribution among faculty.

f. Hiring, travel, and purchase freeze due to possibility of passage of SQ744
The group discussed ramifications and next steps if the measure passed. At this time purchases with direct student impact had the highest priority.
4. Upcoming Meetings and Events
   a. Council of Chairs – 3:30 p.m. on Tuesday, October 12, 2010
   b. Council of Deans – 3:00 p.m. on Tuesday, November 2, 2010
   c. Regents Meeting Dates (for curriculum proposal purposes)
      i. The University of Oklahoma Board of Regents
         
         | Board Meeting Dates         | Topics Due  | Agenda Items Due | Location        |
         |-----------------------------|-------------|------------------|-----------------|
         | September 20-21, 2010       | July 27     | August 10        | Tulsa/Claremore |
         | October 27-28, 2010         | September 13| September 20     | Lawton          |
         | Nov. 30-Dec. 1, 2010        | October 12  | October 19       | Norman          |
         | January 26-27, 2011         |             |                  | Oklahoma City   |
         | March 22-23, 2011           |             |                  | Norman          |
         | May 12-13, 2011             |             |                  | Norman          |
         | June 20-22, 2011            |             |                  | Ardmore         |
         | September 19-20, 2011       |             |                  | Tulsa/Claremore |
         | October 26-27, 2011         |             |                  | Lawton          |
         | Nov. 30-Dec. 1, 2011        |             |                  | Norman          |
      ii. The Oklahoma State Regents for Higher Education
         1. Thursday, September 9, 2010, 9 a.m.
         2. Thursday, October 21, 2010, 9 a.m.
         3. Thursday, December 2, 2010, 9 a.m.
   d. Aggie Sneak Peak – Saturday, November 6, 2010 (11:00 Browsing Fair)
   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. Oklahoma Research Day at CU on Friday, November 12, 2010
   g. Program Reviews due to VPAA – Friday, November 19, 2010

5. New Business

None presented

Meeting adjourned at 5:15 p.m.