Council of Deans  
Unapproved Minutes  
February 3, 2003

Members:

McKellips  
Buckley  
Burgess  
Dawe (Represented by Teresa Enriquez)  
Goode  
Neale  
Soelle  
Young

Also Present:

Tony Pokorny  
Dr. Dzialo

1. McKellips has a short agenda today because there was no Executive Council meeting.

2. McKellips asked Burgess to talk about her item regarding the number of community service hours that are contributed by faculty members on an annual basis. Burgess stated she was talking to the President last week about contributions made by Cameron to the community. The President is very interested in a stronger public image on economic development activities as well as community service. Burgess mentioned that one of the things the County Bar Association did a number of years ago, was to come up with a rough estimate of community service hours contributed by each faculty member. She did this by sending out an e-mail to all her faculty asking them to tell her what community service activities they were involved in - how many hours per week or per month they spent in community service. If we pool that together cumulatively, that is a fairly significant statement that we will have for Cameron. Lots of faculty participate in a number of different kinds of service. This would be all kinds of things - anything that constitutes community service. Lots of people sit on boards, etc. McKellips stated that if he understands what Burgess is saying, it is a much broader category than you would ordinarily look at for professional service for purposes of evaluating for promotion and tenure and that sort of thing. It is all those additional things that faculty members like to list when they are being evaluated. Burgess stated there is probably a lot of community services that faculty participate in that we are not even aware of. She has a faculty that engages in the angel flights program. He flies his plane free to fly kids to hospitals. Things like that all over. The reason this is so significant is that when industry is looking to locate in a community they look at community support of non-profit organizations, of arts and humanities culture, health organizations, etc. - what is the volunteer support. We need to find a way of helping the Chamber and the economic development groups to quantify numbers of community support. It is huge in the community. Here on campus there is a huge number or participants but nobody has really documented how much time our faculty are contributing. It says a lot for Cameron when we say, here is what Cameron does for this community. McKellips said not to exclude professional
service because professional service is often the very best service to perform as community service even though it does count toward promotion and tenure. Burgess said the President is required to give reports at the Chamber of Commerce meeting and this would be a nice thing for her to be able to add. McKellips asked who was going to collect this information. Burgess said she would work with Goode and the deans as well to make sure we have everything together and she will give a report to the President.

3. McKellips stated needs to discuss several issues that have come out of the Reasor report.

a. One of the issues has to do with our summer orientation schedule. We do have one Saturday orientation and one of the things she found was that there was some dissatisfaction expressed from somewhere about that Saturday orientation because the students that participated in the Saturday orientation could not get enrolled because of the unavailability of faculty advisors; they had to come back the next Monday to get enrolled. McKellips thinks that can be fixed. Soelle mentioned they have had faculty available on every one of those Saturdays, at least one from every department. It might be a matter of getting information to one place where students would know where to go to find somebody in a particular discipline. Dzialo stated that if schools can have the advisors there that can be fixed. Buckley asked if this was in June or July or in early August. If it is in between summer session and fall session that could be a problem. McKellips noticed that this was Saturday, August 9th. That is the Saturday before faculty come back. If it is during that August period it wouldn't make any difference whether it is on Saturday or some other day, you have the same problem. No one will be here. Soelle stated that they will have a two week period to cover for that extra advising between the end of summer classes and the time faculty return. Discussion followed.

b. Another issue that was raised was trying to move the orientation date for scholarship students earlier. They get the first orientation date but Dr. Reasor thought it would be a good idea to move that earlier so that in addition to getting the scholarship they get the advantage of beating other students to enrollment. Earlier in June maybe, but we start enrollment for summer in March and couldn't really do it in April. He does not understand that and will have to get some clarification from Dr. Reasor. Discussion followed.

4. McKellips stated that he reported to the President about our discussion of a December graduation and shared with her the concerns the deans had, although he indicated to her that the deans definitely were not rejecting the idea, but it is just that there are some associated problems with a December graduation. He said her response to him was, "the deans can vote no or suggest an alternative, i.e., each school might do a reception or something for their respective grads. In other words I am receptive to thoughtful alternatives and disagreements based on any sound rationale."

a. Soelle stated that the Public Exercises Committee is going to meet earlier than they normally do (March 12) and they have invited the Faculty Council officers, some students, and the deans are always invited. There should be a lot of input. They have also asked the committee if they would generate their expense list so that we can know what it would cost us to have another ceremony in December. It is a tough time in May to do it but it will be a very tough time at the
middle or end of December when everyone is getting ready to go on Christmas break, finals, and the unofficial dead week where we intentionally try not to plan any extra activities for students in that week before finals. These are the issues along with when do you have this and who gets to work on it.

b. Discussion followed regarding allowing students who are to graduate in December to walk in the previous May ceremony. McKellips' opinion has been that when a student asked him if they could go through the ceremony he almost always said yes. It doesn't confer anything official on them. If they just want their picture taken in a graduation robe he would give them that opportunity. They are not graduated until their transcript is stamped. Every now and then McKellips has had someone show us a diploma that is obviously forged and he has always wondered what they were doing it with anyway - who would take a diploma as proof of graduation. An official transcript is the only proof of graduation. Further discussion followed.

c. McKellips asked what the sentiment is among the deans on a December ceremony - do they generally want to try and accommodate it or just not in favor of it. Soelle stated she is not theoretically opposed to it. She would like to gather a little more information about the logistics of it before going public with any sort of announcement that we can do it. She would like to be sure we can do it. Buckley stated the easiest option would be to let them walk the May before. They probably need some sort of recognition. Suggestion was also made that maybe the ceremony might could moved up to the 10th or 12th week of the semester - do it in November. Discussion followed.

5. President Ross asked McKellips to bring this next item to the attention of the Council. She has been getting recommendations that are transmitted to the President and listed "THROUGH" the Provost, in that format. President has requested McKellips ask the deans not to use that format. On matters that are within McKellips' domain, she asks the recommendation be made to the Provost and in turn he is forced to make a second recommendation to her. McKellips has just been signing under the THROUGH and the President probably would like more information than that from him about his opinion of it. Buckley stated that when the President first opened her office, a standard format for memos was sent out and it had an example of a THROUGH line on it. Discussion followed.

COMMENTS

D. Goode - No comments.

Buckley - No comments.

Young - Stated one of the Librarians had a request for a list of grants that had been received by faculty members at Cameron and the Library does not have such a list. She called around to some different departments and the Business Office and could not find anywhere on campus a list of grants that had been received. By State statute, schools are supposed to keep a list of grants that have been received and it is recommended that those grants be transferred to the Library after five years. She
asked if that information is kept anywhere on campus. Pokorny said he received the call also and directed them to the Mely Lim in the Business Office because she keeps a file of all the signed contracts for grants. Pokorny thought she would be the best source for that. He doesn’t know what the outcome was. Young stated that grants that have been granted (not the proposals) are supposed to be retained for five years, somewhere on campus, and then it is recommended they be transferred to the archives. After the discussion that followed, McKellips stated that any time we get any kind of a grant, whether to an individual faculty member or generally to the university, the funds are accounted for in separate accounts in the Business Office. There is probably some means to generate that list by using the account numbers.

Dzialo - No comments.

Pokorny - Two dates for information purposes. The President is going to host the McMahen Foundation on February 28 in Cameron House, as a way of thanking the Foundation for the Chair of Music that was just donated and approved by the Regents. The second item is March 9, when we will have the President’s Partners Gala in connection with a production of Godspell in the University Theatre. The President’s Partners will fund an after production cast party and that will allow the President’s Partners to interact with the cast and faculty members.

Enriquez - No comments.

Neale - No comments.

Soelle - Another date to remember is February 20 - Jared Diamond is the next Festival speaker. He will be informally hosted by the science folks and science students will be ushering and doing some of those tasks.

Burgess - No comments.

Adjourned 11:31 a.m.