Council of Deans

Unapproved Minutes

December 11, 2000

Members:

McKellips
Atwater
Burgess
Dawe
Goode
Harrison
Neale
O'Keeffe
Soelle
Young

Other Attendees:

Dr. Don Sullivan, Vice President for University Advancement
Tony Pokorny, Director, University Marketing
Emoryetta Garcia, University Marketing

1. McKellips stated that he will try to have information back to the deans regarding their summer budgets immediately after the holidays.

2. McKellips distributed the following documents:

a. Document, "Your Job is Change." This article is about the necessity for change and was given to McKellips at a meeting he attended last week. There are a couple of points that he found rather interesting.
b. Letter from OSRHE, regarding policy revisions. These revisions will be of interest to the four deans. The change in the Technical-Occupational Degree and Certificate Programs is a change in the review process for those programs. Our reviews were done about two years ago. There is a Federal mandate that those programs have to be reviewed every five years and we have some new programs in that area that will have to be reviewed next time around - the ECE, the Respiratory Care, Manufacturing Technology, and the Multimedia Design programs. The State Regents currently is the Oklahoma agency for conducting the reviews. They have to be reviewed every five years to be recertified as the reviewing body. They are in that process now and these changes were made in order for them to be considered for recertification.

c. Document showing what regional universities in Oklahoma pay per credit hour for adjuncts. Note that Cameron's figure is not shown because we have a complex scale.

3. McKellips introduced Tony Pokorny who gave a presentation about the mission, goals and objectives of University Marketing.

a. Mission: To promote Cameron's capabilities by involving faculty, staff and students in pursuing knowledge-based economic development opportunities.

b. Goals: (1) Develop a marketing strategy for economic development functions of the university. (2) Bring income to the university through entrepreneurial activities. (3) Establish working relationships with organizations for mutually beneficial business pursuits. (4) Actively involve the university in economic development initiatives.

c. The near term objectives Pokorny mentioned were: Obtain one contract for NCR 5100 computer; obtain one training contract; obtain one economic development grant; establish a web site for University Marketing; produce a general marketing brochure and seven center-specific brochures; produce a tailored "road show" presentation; publish 3-4 articles in trade journals; establish 6-8 commercial alliances; establish 2-3 alliances with federal labs; establish an efficient proposal center; develop electronic media response kit; conduct workshops for startup companies and establish an entrepreneurial studies course.

d. Pokorny asked for assistance in establishing a database and network of faculty expertise and desire to conduct research and to develop various means of rewarding the faculty and students for conducting research. Lengthy discussion followed.

COMMENTS

Young - Distributed a document, "Reasons to Welcome Serials Cancellations at Cameron University."

a. Young stated that the Library has not looked at the serials they subscribe to in a long time nor have the departments been asked to look at the list. In working with the budget, Young realized that the prices of serials are continuing to escalate. Too much of the Library's money is being spent for serials and not enough on new books and videos. There are a lot of the serials that are subscribed to that the Library doesn't need to own physically; many can be accessed on line. Presently, one of the people in the Library is going through and looking at all the on-line
indexes and comparing them to see what is available.

b. Young will be asking the departments to look at the serials they have asked for and give her a recommendation as to which of them can be cancelled. Young asked the deans to try to make this a positive experience and not a negative one. She plans to ask each department to get their faculty together and someone from the Library will make a visit and give the department faculty their list. The Library representative will be available for discussion and then the department will be asked for a recommendation. Discussion followed.

O'Keeffe - No comments.

Dawe - No comments.

Goode - a. The Enterprise software is installed and next week there will be a team on campus training Goode's staff on what to do.

b. McKellips asked about the latest version of the HP box. Goode's reply was that it is supposed to be here sometime this month. Cameron University is going to be a beta site for Hewlett Packard's 3000 line and we are supposed to receive it sometime this month. We will load our server and test it before we begin using it. Hopefully it won't be very painful. In return for that we are supposed to be given some advertisement in their journals. There are very few Beta sites and industry will be looking at these publications and Cameron will be recognized as a site. That is what Cameron is getting for being a Beta site. When we replaced our 3000, the new box is five times faster than the old box was. The Beta version that we will be testing is five times faster than the box we just purchased. If everything works out, we will be operating at that speed. There will be no cost to Cameron. They are swapping the box out for nothing.

Soelle - No comments.

Harrison - No comments.

Atwater - The self-study will be sent off to North Central this week.

a. Atwater thanked the deans for their cooperation with respect to pulling together the faculty rosters as well as the adjunct faculty credentials. After the self-study has been sent off, the next concern will be to organize the resource room. Atwater presently has the documents but they must be put in a presentable display and that will occur soon. After we have that organized, the logistics for the visit will have to be done. McKellips stated that the location of the resource room has not yet been settled and he will get that finalized soon.

b. McKellips also mentioned that in addition to the self-study we will be shipping the new faculty handbook to North Central at the same time. We will not have enough copies of either of these two documents available for distribution campus-wide this week. We will be making our general distribution of the self-study in January. We will be putting a copy in every major organization and have it on-line where anyone can get to it. At the same time in January we plan to have a hard copy of the Faculty Handbook to every faculty member.
Neale - No comments.

Burgess - Asked Atwater is he had received comments back from the faculty on the self-study. Reply was that yes, some comments were received. He and Dawe incorporated those that were appropriate into the draft and then it was sent to the President.

McKellips mentioned that he is well aware of the changes that have been made by the President to the Faculty Handbook. He discussed most of them with McKellips. Most of them are minor. There aren't any drastic changes. There have been some changes to the structure of committees. There may be some reaction to that but McKellips knows what the President was trying to achieve. McKellips has not actually seen the changes that were made, but the goal is to get more consistency among the committee structures, so that every time we reorganize administratively we don't have to revise every committee. Short discussion followed.

Adjourned 12:08 p.m.