

UNIVERSITY OF MICHIGAN-FLINT

Council of Deans Meeting
Tuesday, January 26, 2016
10:00 a.m. – Shiawassee Room

~ *Minutes* ~

Members Present: Doug Knerr, Bob Barnett, Donna Fry, Susan Gano-Phillips, Scott Johnson, Vahid Lotfi, and Chris Waters

Guests: Beth Manning, Director/Flint-Human Resources
Lori Burger, Assistant Director/Flint-Human Resources
Scott Arnst, Director/ITS

Doug called the meeting to order at 3:00 p.m.

Meet/Greet Assistant Director of Flint-Human Resources ► Beth introduced the new Assistant Director of HR, Lori Burger, to the Council and Lori provided an overview of her background. Beth indicated that Lori will be working on such projects as pertinent SPG management processes when complaints come forward, Collegiate Lecturer Program, LEO Professional Development program, etc. Beth indicated that she will be sending a communication out soon outlining more specifically the division of responsibility so deans will know who to contact when they need assistance.

Celebration of Service Event ► Beth also announced that the annual Staff Service Award event will now include faculty service awards as well as recognizing all retirees (staff and faculty) to be held in April on an annual basis. Staff and faculty service in increments of every 10, 20, 30, 40 years will be recognized at each event. As with staff, faculty will receive a catalog to select a gift in commemoration of their specific achievement. This change will affect the Academic Affairs Convocation as well.

Strategic Technology Plan for ITS ► Scott shared statistics in regard to the technology responsibilities that ITS covers within the university such as the maintenance and support of 2,300 computers, 335 lab computers, 95 SmartCarts, 165 door swipes, etc. and this last year they responded to almost 25,000 work tickets in assisting the university community with over 93% “good” or higher rating. He highlighted some of the major systems and projects that his unit is responsible:

- **Campus Email and Calendar System** – They are studying a new system which could save ITS about \$200,000 per every five years and are trying to decide between Google versus Microsoft, but would like to align with Ann Arbor who has Google.
- **Disaster Recovery** – He indicated that ITS has purchased some back-up space with Amazon. This is in addition to the back-up space available through UM-Dearborn. ITS is currently investigating Oracle’s as well.
- **Cloud Servers** – Right now they spend \$182k on servers and storage but they would like to purchase a cloud server so they don’t have to buy storage every five years – looking at Amazon or Oracle.
- **Degree Works** – Scott indicated that ITS does not have to provide the server, but they have to support it and they are helping to get that in place. Degree Works replaces CAPP.
- **Virtual Desktop Infrastructure (VDI)** – This system is being piloted right now with administrative staff. One advantage is they can access to a PC from anywhere. (The hold-up from complete turnover is encryption.)
- **Single Sign-On** – Switching to Shibboleth and CAS, but it is a slow process.

- **File Encryption** – The University is switching to Symantec PGP software that does not require user intervention.
- **Business Continuity Planning** – The BCP is now a web based system for EHS; eventually the plan is to have a system where information will populate some of the key areas and have reporting capabilities.
- **VMWare** – New products are being explored to reduce costs.
- **Mediated Classroom Equipment** – The current replacement cycle is 25 years, but ITS has been trying to replace one classroom every year. In reality, there should be a five-year replacement cycle.
- **Banner XE** – Scott indicated that the University is switching to Banner XE which is more flexible and does not have to rely on Java.
- **Second Internet Connection** – ITS has completed installing a second internet connection in addition to the Merit connection. One of the benefits will be that the new connection goes through Pennsylvania rather than Chicago.

Scott concluded by answering several questions. One question centered on what we are doing regarding mobile. Scott indicated that everyone is talking about an App but that is a bad decision. We need to use a web application rather than an App. Storage was discussed and Scott indicated that Ann Arbor made available Box to us. Duplication of software was discussed as well. Scott explained that because software requests are supposed to be approved by his office, they have tried to eliminate duplication as much as possible. Finally, a question arose about Blackboard. Scott indicated that Blackboard is expensive. Ann Arbor used C-Tools for a while and now they are exploring Canvas. Our Office of Extended Learning is also investigating Canvas but because we have Banner, it integrates well with Blackboard.

Notification of P & T Candidates ► Susan said that she would like to know if there is a standard practice of when P and T candidates are provided information about their case and at what point, both in positive and negative cases. Also, at what level should the contact come from, i.e. dean level or provost. Doug indicated that his philosophy is that candidates should be contacted after each stage of the review process even if it is a “no.” Someone also asked what rights do candidates have for a rebuttal? What is the difference between a rebuttal and an appeal? Much discussion took place which also included the question of whether faculty have the right to go up for promotion and tenure early. Doug said that these topics should be discussed at a retreat so they can be thoroughly vetted. He agreed that uniform processes need to be established.

Other possible retreat topics included the following:

- Notification of non-reappointment.
- Doug would like to see a portfolio of standard HR notifications.
- Recruitment impact because of the water crisis (*more immediate*).
- Research – How much and at what level do we expect faculty to produce research?
- Template of events in terms of logistics and costs.
- Program Review
- Summer

Doug announced that the Chancellor would be providing the State of the University Address on February 3. He asked the deans to provide him some successes that have occurred in their units and/or some advice on the water crisis. Doug said that despite what is going on, we need to be reminded and remind others that wonderful things are also happening for and with our students – we need to keep the future in focus.

Support for Faculty International Travel ► Vahid explained that the Office of Research has a budget of \$30,000 (*and sometimes that is off-set by additional funding that he is able to provide*) for the purpose of international travel for faculty. Previously \$2,000 awards were given on a first-come basis with decisions made by the Director of Research, however, several inconsistencies were discovered with that process. Vahid has asked the Research and Creative Activity Committee (RCAC) to become involved. A newly revised award system is being developed that includes the following basic changes: there will be two award cycles; awardees will be decided

according to a rubric by the RCAC; awards will be given in increments of \$1,500, however, the expectation is that the department or unit would have to match the award with 25% of the total cost.

Vahid also explained that the Provost is providing \$50,000 for five faculty research projects that are designed to seek external funding. Applications can be made in the same manner as other grants via the website. Proposals will be decided by RCAC.

Area Updates ► Bob recently attended a Black Male Summit presented by John Rhymes. He indicated that it was designed to help and network with young minority men. Bob noted that we are doing a number of positive things on campus including mentoring minority students.

He also explained that he is working with the Genesee Literacy Network in conjunction with the Christopher Paul Curtis Writing Adventure for fourth grade students. The Literacy Network is even going further in targeting second and third graders with efforts in improving literacy in the Greater Flint area. Bob also indicated that SEHS is hosting a Summer Teacher Cadet Program.

Donna announced that her unit is working on the establishment of a new Department of Occupational Therapy. Work is being done now with the Graduate Board.

Donna indicated that the Water Course that was just hosted by SHPS was phenomenal with over 175 attendees ranging from politicians, activists, attorneys, educators, citizens, etc. She indicated that the event was facilitated by Yvonne Lewis and the focus of the course was neutral discussion regarding the water crisis in Flint.

Chris mentioned that she just returned from the AAC&U Conference. She explained that through networking with other universities, that conversation reaffirmed her thoughts that our First-Year Experience program needs to be revamped. (She is not talking about FYE courses.) She said that we need to really craft our FYE experience to make an impact on students and she felt that we need to do this with the development of learning communities which was initially part of the General Education plan but was never implemented. She also indicated that there is a definite need to train our students in the development of e-portfolios.

Susan announced that the MS in Engineering is making its way through the channels for approval. She indicated that she is also working with chairs to identify course sections being offered at less than full capacity. Plans are to align the four-year plans for departments with the course schedules. CAS is also in the search process for an Associate Dean.

Scott announced that Mark Simon has been hired as the Hagerman Endowed Professor of Entrepreneurship and Innovation. Plans are also in place to host a Summer Entrepreneurship Institute for sophomore and junior high school students. Scott said that the Business Plan Competition will be held in March/April; any student may compete with awards of \$10,000 (first place); \$5,000 (second place).

Budget Presentations were discussed briefly. Immediate space needs can be included in the presentations but deans were asked not to disseminate anything to the audience in terms of their presentation.

Flint Water Meeting ► Doug disseminated communication guidelines regarding the Flint Water Crisis. Donna announced that the Flint Water Crisis Faculty Meeting scheduled for this coming Friday at 1:00 p.m. will be hosted in the White Building rather than the Riverfront Center. Faculty from all three campuses are invited. The venue will provide better breakout areas to meet. Sue Alcock assisted in coordinating the meeting. The initial part of the meeting will be informational and then guests will be divided in breakout sessions according to common topics. A Blackboard site is being established to facilitate communication and information following the meeting.

She also announced that there would be a pre-meeting at 2:30 p.m. tomorrow for only UM-Flint faculty in preparation for the meeting on Friday. The pre-meeting will be held in the Dean's Conference Room in SHPS.

Approval of Minutes – December 8, 2015 ► The Minutes of December 8, 2015 were approved as written.

