UNIVERSITY OF MICHIGAN-FLINT

Council of Deans Meeting
Tuesday, February 23, 2016
10:00 a.m. – Shiawassee Room

~ Minutes ~

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

Guests: Marjory Raymer, Special Advisor/Media Relations and Communications
Karen Arnould, Registrar
Jay Gandhi, Director of AIMS/Office of the Registrar
Amged Eidelsafy, President/Student Government
Fawn Skarsten, Director/Department of Institutional Analysis

Doug called the meeting to order at 10:00 a.m.

Communications Update ► Marjory provided an update regarding the Democratic Presidential Debate that the University will help host. The actual debate will be held at the Whiting; however, the Spin Room (where over 200 media work from) will be housed in the Recreation Center, with satellite trucks taking up the entire Lot A. In addition, the two days preceding the debate, CNN will be broadcasting live in the Library Atrium. She indicated that this is a wonderful opportunity to tell our stories and enhance our profile. She said that the Big Ten Network will be here today doing a piece about men’s and women’s basketball and also highlighting the community and university. She stressed that we need to make sure that we use every opportunity and advantage even if it is visual things making our identity known. She added that we have already started a three-part series on social media involving our students and that went very well.

Marjory is putting together a series of 50 pitches that she will share those with the Deans. The Deans will see if contact people involved in the pitches can be accessible if need be during this time. The Deans are also going to provide a listing of experts from their units who will also be available, with cell phone numbers, so that questions can be fielded on any particular topic. Some anticipated areas are water, politics, development and public health, education, and social justice. She stressed that we need to show “who and what we are as a university” – that we stand for 60 years of engagement and as an integral part of the community. Doug reiterated that the core work is to shape the story of the institution and provide Marjory as much information as possible regarding contact people but also in possible stories.

My Degree Plan ► Jay provided an overview of an actual audit by using the My Degree Plan tool. She explained that this tool would aid both students and advisors in developing and following a four-year plan. She noted how color-coding was added to help as well. Under the Student Enrollment Planner, she indicated that templates of sequential course work, semester by semester, can be assigned or a plan can be developed from scratch for the student to follow to complete his/her degree. Students can have multiple plans. Karen indicated that My Degree Plan replaces CAPP and the advantage is that more can be built in and it is faster. Jay explained that another facet of the tool is that reports can be generated by departments showing what courses will be needed in a given semester so that scheduling will be easier and more on target. Other information provided included:
• Deans need to emphasize to their advisors that plans need to be developed by students.
• Transfer courses appear in the audit the same way that other courses do.
• As new programs are developed, departments will have the ability to change their templates to accommodate the new/revised courses.
• There is not a way to advertise a new program; the advisor will have to take a lead in making sure that students are aware of any possible new ones as they advise.
• Templates will initially be developed by the Registrar Office.
• There is the availability for notes to be included such as “Course xxx is only offered once a year in the Winter Semester.”
• The tool will also show advisors when a student is off track.
• Eventually, the tool will have the capability of acting like a shopping cart, with the student just pushing a button and will automatically register for the courses in the plan for a given semester.

Jay concluded that training will be provided and My Degree Plan will go live starting in May.

Study Away Proposal ► Amged indicated that the proposal resulted from the need for students to experience diversity as the University is striving to develop more globally engaged students. He said that the experience could range anywhere from a one-week cabin experience to one semester and it does not have to be in another country. Amged felt that the proposal accommodates all students financially and has a component within it to assist with child care for older students.

Approval of the proposal would mandate all students to have diversity experiences as a part of the General Education program. He also referenced the Intercultural Leadership Seminar (ISL) hosted by the Intercultural Center as a great experience and can be life-changing but unless it is mandated, students may not participate. He reported that a review of other universities who mandated a study abroad for all students was made and that very positive results occurred such as higher enrollment along with the overall increase in international awareness and strengthened language skills.

The Deans were positive about the proposal. Doug indicated that this is certainly a possibility but many managerial questions need to be addressed, where in a student’s program is best to incorporate, etc. He indicated that Chris will take the lead on addressing some of these questions.

Institutional Analysis Reporting ► Fawn disseminated a list of services/reporting that Institutional Analysis (IA) conducts every year. Doug indicated that the purpose of the conversation is to discuss what kind of business intelligence do we need. There was consensus by the Deans that they would like Fawn to conduct a short training on a few things that are out there that would be helpful to the Deans. They would like her to tell them what kinds of reports would be useful in making changes within their units. Struggling around retention data was discussed. With the hundreds of requests that IA receives, it was suggested that requests be shared with the respective deans so they are aware of what kind of information their faculty is seeking. Discussion also involved the discrepancy in how things are counted from unit to unit and the need for more consistency. A need is also evident for non-IA individuals to become trained within units. A filtering system was suggested similar to that of when space requests are made and how they are handled. A meeting will be scheduled so that a little more structure can be incorporated in terms of how requests are handled especially when IA is so over-loaded in the Fall. Some of this might be an item for the retreat.

Approval of January 26, 2016 Minutes ► The Minutes of January 26 were approved as amended.

Policy/Requirements Regarding Dean’s List ► Doug disseminated a copy of the current policy regarding the Dean’s List taken from the current University of Michigan-Flint Catalog. Doug indicated that he has had questions why part-time students could not qualify for the Dean’s List. Currently the requirement is that only students who take 12 credit hours, which is the full-time plateau, are qualified. Much conversation took place, including discussing the possibility of graduate student honors and Maize and Blue. Doug
indicated that there are a number of things that we could do if we want to make the commitment to what academic excellence looks like. Doug asked for feedback from Deans following the meeting.

Deans were asked to contact Sue with their availability for a retreat around May. They were also encouraged to think about some unconventional items that could be incorporated, i.e. summer package, institute, pilots, etc. to enhance enrollment.

**Matters Arising**  ▶ Vahid announced that a contract with EAB (Educational Advisory Board) was established with Graduate Programs and the Office of Extended Learning. Members are able to access custom designs for market studies and all kinds of other data. Their first priority involves adult learning and the continuing education market.

Donna indicated that much water research is being conducted within the community regarding intervention but there are no plans to measure the needs with outcomes. The faculty would like to be involved. They are struggling on how to get the message out regarding their availability and/or how to charge for their services. Much discussion took place.

The meeting adjourned at 12:10 p.m.