UNIVERSITY OF MICHIGAN-FLINT

Council of Deans Meeting
Wednesday, April 8, 2015
2:30 p.m. – Shiawassee Room

~ Minutes ~

Members Present: Barbara Dixon, Scott Johnson, Vahid Lotfi, Keith Moreland, Albert Price, and Chris Waters

Absent: Bob Barnett

Interim Provost Dixon called the meeting to order at 2:30 p.m.

Approval of Minutes from March 10, 2015 ► The Minutes of March 10, 2015 were approved as written.

Department Chair vs Program Chair and Compensation ► Barbara indicated that for efficiency in the Provost Office as well as preparation for the new provost, she asked each of the deans to provide the compensation, both financially and release time, of what each chair and/or program director receives. She would also like to know if those amounts are tied to any kind of formula, and if so, what that might be. Albert indicated that for CAS the amount is based on the size of the department and also the market force for each department. Barbara stressed that she felt that using a formula in setting the parameters is best. She gave an example that she has seen used that works really well where each chair receives a base amount and then receives, for example, $50 in addition for every FTE beyond 6. She indicated that using a formula that classifies departments as small, medium, and large sometimes does not work as well because there are always those that are right on the edge.

Discussion ensued regarding the need for making chair/program director positions more desirable beyond a stepping stone for a person seeking an administrative position. Barbara indicated that she saw a need for some consistent professional development among chairs as well. A suggestion was made to see how other institutions of our same size compensate their chairs and directors.

Inauguration ► Barbara indicated that she wants to see all deans participate in the Inauguration activities including the Symposium in the morning and M-Town event in the evening. She explained that Dr. Gail Wells, co-author of Becoming An Engaged Campus will be the keynote discussing civic engagement as an embodiment of the curriculum based on real transforming events that took place at Northern Kentucky University. She asked that they encourage their faculty to attend as well.
Staff Plan ► Barbara indicated that as she works with the budget model and has to approve postings and other related items, it would be helpful for her to have a copy of a staffing plan from each of the units. She indicated that she would provide a template and probably the deans’ executive secretarial staff could complete the information. Discussion took place regarding an option of Fawn Skarsten providing information that she has already garnered in place of a staffing plan. Barbara indicated that before she sends the template she will talk to Fawn.

Student Satisfaction Survey ► Barbara asked deans to review the results of the Student Satisfaction Survey in an effort to find ways to make improvements either within the unit and/or individuals departments. She stressed that when discussing any improvements that could be made to also discuss why it is important to make any changes. Much discussion took place in terms of how they would like to see more open-ended questions included on the survey so that an understanding of why students responded to certain questions could be understood. Another mentioned that the mean was provided but did not factor in the importance by students for each question. One of the deans commented that there was conflicting information from information from the Registrar’s Office regarding frequent changes in the schedule and how that may be hurtful to students versus the results of the survey specifically on the questions relating to:

- Classes I need to complete for my degree are available.
- Course scheduling problems have not interfered with my requirements in completing my degree.

That particular unit had the highest incidences of course scheduling changes; however, on the survey they ranked better than the total university.

Discussion also included whether it was better to encourage intrusive advising versus placing “holds” on students to encourage advising. Barbara stressed for the deans to just do their best to glean any kind of information that they can in making appropriate improvements.

The Educational Advisory Board: Student Success Collaborative ► Barbara announced that she has invited a representative from the The Advisory Board Company, of which we are a member, to provide a presentation at the next Council of Deans Meeting on Tuesday, April 14, on the Student Success Collaborative. She explained that this company is able to take all of our student information from Banner and all systems to provide us with all kinds of usable information in a short period of time. She plans to invite other key individuals to the meeting including associate deans, Fawn Skarsten, Aimi Moss, etc. She said that the thought is not that we can’t pull together that kind of information, but we don’t have the staff to do so in such a robust manner. She wants to make sure that all of the deans attend and come with open minds. Barbara thinks that this kind of assistance will also help as we develop a more in depth Student Enrollment Management plan.

The meeting adjourned at 3:44 p.m.