Council of Deans Meeting
Thursday, July 24, 2014
3:00 p.m. – Shiawassee Room

~ Minutes ~

Members Present: Bob Barnett, Scott Johnson, Vahid Lotfi, Albert Price, Gerard Voland, and Chris Waters

The meeting was called to order at 3:00 p.m.

Approval of June 26, 2014 Minutes ► The Minutes of June 26, 2014, were approved as amended.

Approval of July 10, 2014 Minutes ► The Minutes of July 10, 2014, were approved as written.

Two- and Four-Year Reviews ► Discussion continued regarding the possibility of better aligning reviews with reappointments of faculty by considering alternative timetables. The general procedure that has been followed is that faculty members receive a thorough two-year review involving the Executive Committee; another review prior to the end of their third year involving the Executive Committee; and then, normally a three-year reappointment contract is issued, followed by a four-year review. (This guarantees the faculty member 7 years of employment.) There have been a few cases, where a faculty member receives less than a three-year reappointment. Gerard indicated that he has a concern with the timeline in terms of whether red flags are identified early enough in the process if there is a potential problem (prior to extending a three-year reappointment). He explained that keeping a faculty member for 7 years is not in the best interest of the department or the faculty member, especially when they apply for another position elsewhere. Several options were discussed as far as when reviews should be conducted, how often they should be conducted, and which ones or whether all should be thorough reviews.

Following much discussion, there was general agreement that the a general policy be adopted in which all faculty would be provided with a very thorough review prior to the end of their third year (three-year review) in order to determine reappointment status. The number of years for reappointment could be one year, two years, or three years, but would be at the discretion of the Dean with input by the Executive Committee. The decision of whether to also conduct two-year and four-year reviews, and the thoroughness, would be left to the discretion of the College/School. This policy will be effective as of Fall 2014.

Center for Educator Preparation ► Bob indicated that he would like to table this agenda item until the first meeting in the Fall. He did announce that the staffing of the Center is complete and that an external candidate was selected as Director. In terms of developing the Center, the team is taking step-by-step in the process and is moving forward nicely but Bob wanted to have everything in place before he provided a full-blown report. He explained that the main mission of the Center for Educator Preparation is for recruitment and retention of teacher candidates. They have also been partnering with the Student Success Center and that has been positive as well.
HLC Persistence and Completion Committee Structure ► Chris explained that following the last meeting, she has been in contact with individual deans to discuss appropriate faculty members to serve on the HLC Persistence and Completion Committee along with herself, Aimi Moss, a data person, and someone from Student Affairs, identified/recommended by Mary Jo Sekelsky. That would leave four vacancies to fill. She also mentioned that beyond the core committee, there will be sub-committees developed as well.

Several faculty names were suggested and additional suggestions were made as follows:

- Chris may want to develop a “co-chair” structure, with one of the faculty members serving in this capacity, because of the amount of work.
- Chris should ensure that one of the faculty members selected can serve as the “communication member” on behalf of the Committee.
- Committee members should not be tenure track due to the amount of work involved.
- A faculty member co-chair should be elected by the faculty members on the Committee.

Compensation was discussed and there was consensus that only a co-chair should be compensated but not committee members, similar to past practices such as the HLC Self-Study.

Chris indicated that those selected needed to be “big idea” people and ones who are passionate about the University, and have talents to compliment the Academy. She explained that she plans to have the Committee firm by soon because the round-table in St. Charles is scheduled for October.

Matters Arising – K-12 Partnership Council ► Vahid announced that today was the first meeting of the K-12 Partnership Council. He said that the meeting went very well with a good turn-out and representatives from all units. He explained that meetings will occur every other month and some type of update, possibly in the form of a newsletter, will be sent to campus.

Vahid also announced that the Grand Blanc Early College has been approved by the Michigan Department of Education and is scheduled for implementation Fall 2015. He reported that they have been working with Susan Gano-Phillips and eight departments have offered a list of 22 courses for initial implementation. A meeting will be held on August 4 to review the list and develop a three-year curriculum.

Vahid closed by saying that dual enrollment is growing and he is pleased to see so many faculty involved in the process.

Matters Arising ► The Salary Program was discussed briefly in terms of general guidelines and possible processes that could be used in deciding merit.

Chris mentioned that efforts are being made to possibly change the content of the correspondence that goes to students who are being dismissed from the University or receive warning letters. Right now letters announce the dismissal and/or warning and the reason thereof. She would like to see these letters incorporate remediation language and/or steps that students can take to possibly be reinstated or improve their situation. The deans agreed that providing more compassion and offering possible solutions would be much better and should be sought.

The meeting was adjourned at 5:05 p.m.