Meeting Notes – Academic Leadership Council – February 8, 2012 rev. 2/10/12
Notes by Neosha Mackey

Members Present:

<table>
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<tr>
<th>Frank Einhellig</th>
<th>Dennis Kear</th>
<th>Guests:</th>
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<tr>
<td>Carey Adams</td>
<td>Neosha Mackey</td>
<td>Julie Masterson</td>
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<td>Stephanie Bryant-Libby Rozell</td>
<td>Victor Matthews</td>
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<td>Kathy Coy</td>
<td>Joye Norris</td>
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<td>Rachelle Darabi</td>
<td>Kent Ragan</td>
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<td>Terrel Gallaway</td>
<td>Greg Rainwater</td>
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<td>Chris Herr</td>
<td>Helen Reid</td>
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<td>Tammy Jahnke</td>
<td>Don Simpson</td>
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<td>Pawan Kahol</td>
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Announcements (Einhellig)

1) **Board of Governors Lunch**
   a. **Thursday, February 16, 11:30am, Fuldner Lounge:** same format as before. Only a limited time to do our presentation.

2) **AAA, Monday, February 13, 3:00pm**
   a. **Presentation by the FCTL:** Kent Ragan is in charge of AAA next Monday. Ken Coopwood and Wes Pratt. FCTL asked to participate.
   b. **Location Change, LIBR 101**

3) **EPSCoR:** Experimental Programs To Stimulate Competitive Research.

4) **Input on Associate Provost Candidate:** Tammy will take any input on Assoc. Provost candidates by no later than Friday morning.

5) **DNP update:** Doctorate of Nurse Practitioner. Reading panel has given approval as recommendation to the HLC. Middle of March. Probably no site visit. Month shy of two years of working to get approval.

6) **Developmental courses.** Less than 10% of first time college students at MSU enroll in developmental courses. Developmental courses are in math and English.

7) **Dr. David Russell Commissioner of Higher Education and Dr. Rusty Monhollon, Assistant Commissioner** will be on campus March 10. Lunch with the Deans’ group.

8) **Faculty team working on NCATE responses along with Dennis.** Have completed corrections of fact. There were about a dozen facts to correct. Next is to get a corrected version back to rejoin.

9) **Review of P&T guidelines. Julie Masterson, Provost Fellow for Faculty Matters.**  Deans will have 2-3 weeks to look at the guidelines for reviewing P&T documents. Departments/colleges can ask Julie to come and visit about this process. For the HLC—we can show that we review what we do and document what we do. Not meant to be
onerous, should be helpful. Julie has begun new faculty workshops other than P&T. Encourage all junior faculty.

Discussion Items

1) Budget Updates
   a. **News from the Governor’s Office**: Not a lot to add. Frank will meet with Clif early Friday morning. Then Executive Budget Committee will meet in the afternoon. Clif will be in Jefferson City on Thursday for a meeting between college presidents and the Governor. There is definitely a more positive view of the situation.
   b. **Meet with Steve Foucart on use of one-time money for cuts**: If using one-time money to cover any of the cut, Cost Center Heads must talk with Steve. If all ongoing money no need to meet with Steve.
   c. **Fees**: All course fees have been submitted and people are wondering what is going to happen. There is a large number. Frank has been asked to cut the list. He needs to know what the Executive Budget Committee decides on Friday Feb. 10. There are individual course fee requests separate from the all program fee for COBA. Concern is that fees may count on tuition increase. There are different opinions on that question. Frank believes in truth in advertising for all tuition and fees that students

2) **Administrative Council Update (Tammy)**: All newly appointed Board members have been approved. New student board member will be selected soon. All three possibilities are women. Spent a lot of time on the hiring policy. Clif was in Florida doing Development work. Finalized BOG agenda.

3) **Administrative Hiring Policy (handout)**: Definition was moved to the front. One year is one year not necessarily an academic year or a calendar year. This is an internal working policy. Will be explained to BOG. The original committee was organized last summer and included Frank and Terrell as co-chairs who recommended people to be on committee. Many of same general elements from that group are in the current policy being discussed. A separate Senate committee has looked at chair vs. Head issue. Some see the proposed policy as possibly detrimental to hiring and asked what do peers do? Rich Biagioni looked at peers. Others do things in many different ways. Administrative stipend is not unique. Inflated salaries, not uncommon. In the last three weeks Frank has talked with 27 candidates for department head positions. This was discussed with them—both what we propose and what is the status at their institutions. It varied from “get what you can” to some formulas, to some with a similar 3-part structure. The 9/11ths more common. The issue has reached outside the university—others want to know how we make these salary arrangements. Section 6 Post-administrative . . . intro paragraph
“outlined in paragraph 3” should refer to Section 5. Send any other comments to Frank before Monday.

4) **Sustainability Minor (Tammy & Rachelle):** Environmental science & policy minor now. Very few students in it. Looking at the possibility of a Sustainability minor. — Laura Vest and Alexander Waite are working on this. There is a good base, but more courses are needed. There will be workshops on integrating sustainability in course. Might drop the other minor that is focused on science. Now a Provost Committee. Structure for individualized majors. May fit under Honors College or under Student Engagement and Public Affairs. Would have to go through CGEIP—also review process for courses. Normal curricular process. Not sure how it would work and who would be administrator. Get word out about this to department heads.

5) **NSSE Survey – Rachelle: National Survey of Student Satisfaction and Engagement.** From Feb. 14 – April 11. Will send out invitations to 1st year and senior students to complete NSSE. The university gets interesting information from this. Population file and random sample. There are no incentives to get students to participate. NSSE is every three years. Look at the things we give—tests such as NSSE. Are the questions interesting and do they help us make decisions? Are all of these the right thing to do? Major field tests? If we quit doing that final assessment, will CBHE be happy? SB389—(state required) is given at same time as college evaluation of teaching.

6) **IT Council Update (Greg & Tammy):** Met Tuesday, Feb. 7. SCUF solicitation ongoing. Due to Greg by next Wednesday. Funding priorities- reserve-10%, four full-time positions, software, student employees, ongoing commitments, new proposals. New proposals for onetime funds. Redefine ITAC committee. New charge and members. Classroom upgrades. Title 3 grant proposal being developed. Tammy asked about classroom computers. Are there classrooms where we need new technology especially the media carts? COAL needs a couple. CHHS, 5-10, COE—a couple. Blackboard—now slow and ugly. Why is it slow? What is the problem? Computer Services doesn’t know. Faculty trying to do a lot of videos on it. Deans want the guidelines on what faculty are told about using video. If things don’t work, send faculty to Kevin Piercy with SPECIFIC examples. Significant carry-forward $1.4 million. Didn’t spend as much on computers. No automatic funding on computers. Now everything has to be requested. Will put out a call for proposals. Guidelines for using a portion of one-time money. Carey mentioned that every year seems like one-time money. Greg explained that each year there is carry forward that is one-time money and there is also a new budget allocation each year. Tammy asked that IT Council look at proposals that weren’t funded for one-time spending. Council didn’t want to do that. Chris asked if there was any talk about open source software. Number of people use it and some are experts with it.
7) **Frank sent out Fall BOG retreat presentation.** Full day devoted to the Long Range Plan. Frank needs input and help in an organized manner. If specific objectives, give Frank that information. Copy Tammy with information. She will be at Retreat also. For example we have a list of high employment need areas—we can show numbers graduating, what we would like to see in the future. **Assessment—where are we. Get it to Frank soon.**

8) **Around the Room:**

- Computer Lab in Library highest usage on Campus.
- Booklet from Terrel, Missouri Western.
- Feb. 10-12—“For colored girls who are considering suicide--when the rainbow is enuf”—play in PSU
- Valentine’s Day, symphony concert.
- Saturday a 1000 young people will be running around campus for the Science Olympiad. Award ceremony in McDonald Saturday afternoon.
- Pawon—Interdisciplinary Forum date April 14.
- Graduate education week, April 21-28.
- Graduate Deans were on campus Feb 3.Frank gave a little history on it. Dens discussed campus issues—budget. Many deans interest in the PSM initiative. Science courses, Plus (skills) courses, and Internships. Judith Walker from UMSL sent out constitution. Next meeting at Truman State. Will meet in Chicago.
- Rachelle common reader: *Outcasts United*. Soccer team with lots of ethnic variety. Follow link for review.

http://web.ebscohost.com/ehost/detail?vid=3&hid=123&sid=6fcedcb0-d6d6-447e-afa7-190ba706b744%40sessionmgr110&bdata=JnNpdGU9ZWhvc3QtbGl2ZQ%3d%3d#db=a9h&AN=36979376
These people tracked for years.

9) **Frank has asked about monetary awards.** What can we do? Years ago, tremendous legal issue. When award system introduced, people had to do something—prepare an abstract, speak in classes, etc.. Penni: if you give cash to faculty, it is taxable, can’t exceed $100 unless get approval from Clif. **OP8.11** Must be recorded as taxable compensation. Tammy will forward her proposal for CNAS to all of ALC. Kent on Public Affairs Conference Committee. Schedule is online.