Meeting Notes – Academic Leadership Council – June 12, 2013
Notes by Mary Lynne Golden

Members Present:

<table>
<thead>
<tr>
<th>Frank Einhellig</th>
<th>Chris Craig</th>
<th>Guest:</th>
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<tr>
<td>Rachelle Darabi</td>
<td>Joye Norris - Absent</td>
<td>Keri Franklin</td>
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<td>Gloria Galanes</td>
<td>Stephanie Bryant</td>
<td>Steve Foucart</td>
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<td>David Hough</td>
<td>Helen Reid</td>
<td>June McHaney</td>
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<tr>
<td>Victor Matthews</td>
<td>Tamara Jahnke</td>
<td>Tina McManus</td>
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<td>Thomas Peters</td>
<td>Stephen McIntyre</td>
<td>Doug Willson</td>
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<td>Don Simpson</td>
<td>Kathy Coy</td>
<td>Jane Dewberry</td>
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<td>Greg Rainwater</td>
<td>Kent Ragan</td>
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<td>Ryan Giedd</td>
<td>Tom Tomasi</td>
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Guests:  
Steve Foucart & June McHaney

Internal Audit has surveyed departments in regards to how cash is received. Budget officers have been compiling this information. Went through Bursar office cash report to show manually handled cash and check collections – 4.6 million for the Provost area. Looked at collections for the past 12 months. When you take into account where the monies come from in reality it shows more money than the reality. In other words, maybe only $100,000 in cash in comparison to $500,000 total, with a lot of things coming/going from foundation accounts. The more manual the process the more likely the errors and mistakes. Non-academic side will also be done. Ultimately we need to consider stop taking money from students.

Keri Franklin – College Assessment Reports

College assessment results report – folders handed out showing student learning outcomes from July 2012. On the assessment website – not everyone has an assessment plan on the website but this needs to be corrected. College/school assessment and unit/division report included in the folder. The goal is not to show everything, but to highlight one or two things that have been done well. The purpose is not to judge but to use to determine where the college is at. Would like feedback by the middle of July.

Announcements
1) BOG June 21 in KC
   a) Finance Committee – 9:00am
   b) Programs and Planning – 10:30am
      1) Major Topics at Programs and Planning
         a) Retention and Graduation Data and Evaluation
         b) Graduate Student Tracking Database
      2) Deans welcome, but optional
   c) Regular Meeting – 1:00pm
2) Administrative Council Retreat – July 1 – 2
3) ALC Retreat July 24 – Focus on Revision of 10 goals from last year

Discussion Items

1) Update from Administrative Council and COPHE meeting
   President Smart elected vice-chair of COPHE. Presidents have agreed on a formula budget approach. The formula would move the big pot of money into the 13 or so university/colleges in the state. The formula does look at each enrollment picture and is a weighted approach. Performance measures are built into this process. If we don’t succeed in all areas we will be hurt by this.

   No official letters have been received yet, but the Masters of Occupational Therapy and the Bachelors of Hospitality has been approved.

2) Faculty/Administration Brief Hiring Update

3) Enrollment and Future Class Schedule Update
   Summer started with 62 more students than last summer. Official reports will be through the end of the day next Thursday. Jump Start program is making an impact. Graduate students are up, but UG are down. Online students are up about 28% from last year. Count for 37% of credit hour production this year. Pre-college is up (MFAA students and Innovation academy and EMBA). All these help with number count, but don’t contribute to the general revenue. $8324 for low GA rate and $10,128 for the higher. July 1 is the Go – Live date for the future course database.

4) Faculty/Instruction Issues – Chris
   a) Promotion and Tenure Guideline Review
      Guidelines were much better this year than last year. The need to meet is primarily to satisfy early tenure/promotion issues.
   b) SB389 and Per Course Instruction
      In order to be compliant per course credentials need to be reviewed to satisfy SB389 criteria.

5) Update on Space Allocation

6) Low Completer
   a) Paperwork submitted to combine BSEd Secondary Ed under one CIP code
   b) Combining MCL areas awaits final Faculty Senate approval
   c) What’s left? 10 UG program areas; 4 graduate