Meeting Notes – Academic Leadership Council – March 28, 2012
Notes by Neosha Mackey

Members Present:

<table>
<thead>
<tr>
<th>Members Present</th>
<th>Pawan Kahol</th>
<th>Guests:</th>
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<tbody>
<tr>
<td>Frank Einhellig</td>
<td>OUT</td>
<td>Kelly Cara</td>
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<tr>
<td>Carey Adams</td>
<td>Dennis Kear</td>
<td>Neosha Mackey</td>
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<td>Stephanie Bryant</td>
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<td>Neosha Mackey</td>
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<td>Kathy Coy</td>
<td>Victor Matthews</td>
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<td>Rachelle Darabi</td>
<td>Leader</td>
<td>Kent Ragan</td>
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<td>Terrel Gallaway</td>
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<td>Greg Rainwater</td>
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<td>Chris Herr</td>
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<td>Helen Reid</td>
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<td>Tammy Jahnke</td>
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<td>Don Simpson</td>
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Frank in Chile.

Announcements

1) AA BOG Committee – March 30, 10:00-11:45am East Ballroom
   a. Status of General Education Revision (Etta Madden to present)
   b. COAL Overview & Highlights (Carey Adams to present)
   c. Rachelle will be at the Student Affairs BOG Committee. Gave a draft for us to
      look at for possible award for Faculty Excellence in Public Affairs. Get feedback
      soon! Probably would begin Spring 2013. Helen--include Clinical Faculty.
      Include Instructors. Include PA description in main document. Minimum of 3
      years, etc.

2) BOG main meeting, March 30, 1:00pm (President to feature string quartet & their
   faculty mentors).

3) Tenure & Promotion Guidelines due in Provost Office March 30, 2012. (Reminder,
   by sending them forward we will assume you have looked at them and approved them).

4) Update on Library Dean Search. Update. 14 applicants. 2 people invited for
   interviews.

Discussion Items

1) Highlights from:
   a. Administrative Council Update – Tammy
      BOG agenda. No additional news on budget. May 25th extra day off—during
      intersession classes—all will need to adjust. Clif’s one-time money. Approved
      continuing the pink bus route--Thursday and Friday night downtown. Fee for
transcripts will be implemented in January 2013. One copy of transcript will come with diploma, others will cost. Wellness program and funding HRA and biometrics. One-time money. Two marketing firms will be her in April to make presentation. Have marketing team in place by June 1 and program operational by Jan 2013. Provost Office has its own one-time money. Proposed plan is that grants should only be made to enhance enrollment, retention and graduation.

2) **Key Performance Indicators** – Kathy needs feedback on the draft list. Links to LRP, the MDHE Measures, etc. Number 14 has already changed. “Improve” has been removed. End of March get everything into Digital Measures. Information will be pulled on Monday, April 2. Problems with MPH, Engineering, etc. Everyone got chart from Kathy giving by college and department the 3 year rolling average on Student Credit Hours Nursing DNP is approved by HLC.

3) **Assessment** – Rachelle, Kelly Cara, Tammy

   Need to think about centralized method of collection. Handouts (these will be attached) from Kelly Cara. *[Current state of assessment at MSU. Proposed structure for Assessment at Missouri State University. College Summary Assessment Report Template.]* Assessment has been separated from FCTL. Kelly trying to establish the nature of the office. Clarify what the office is doing. Has all program plans from 2011. CNAS and COAL have Blackboard sites for tracking information. Tammy—as HLC reviewer—need one place where all of these are located—public or private. Need a clear link to all Assessment reports. Kelly sees one of her roles is being able to provide all assessments to HLC. What needs to happen by HLC review in 2015-2016? Changing the name of office to Office for The Evaluation of Student Achievement. Role of the colleges with regard to assessment. Arkansas State University Assessment Plan—likes it but would like something more in it. Important to know what HLC wants.

   Template for College Summary Assessment Report. The Summaries will be public. Kelly will send to us electronically. Could be a summary for each department in the college as there are too many programs to fit in a one page summary. You will need to include a statement to verify that all courses in each program include applicable program and/or public affairs goals in the course syllabi.

   Tammy: Every university struggles with how all Deans, or campus wide committee gets together and shares assessment information and process. GenEd—conversation with all of us. How can we do this and make it work. Assessment Office has some money to arrange and support conference to share assessment information. Provide feedback to Kelly. Think of Kelly as a support for any kind of assessment activity.

4) **Around the Room**

   - **SCUF—List of priorities for SCUF funding.** Tammy distributed list of funded and unfunded proposals. Greg will send out criteria.
Tent Theatre 50 years. Reception on Wednesday April 18, 2012 in Meyer Library Special Collections. Added to list below-highlighted.

Looking Ahead:

Events and Due Dates

April 16 – Call for Applications deadline for Luella Stuck Cline Library Resources Award

Events for March – May 2012

March 2012
30 Academic Advising Forum: Everything You Ever Wanted to Know about an Individualized Major, 11:45am – 12:45pm, PSU 314
30 Board of Governors

April 2012
3 Academic Advising Forum: Building Relationships with Departments at Transferring Institutions, 12:30pm – 1:30pm, PSU 315
3-5 Ozarks Science and Engineering Fair
5 Academic Advising Forum: Transfer Advisor Workshop, 8:30am – Noon, PSU 314
5-6 Spring Holiday, No Classes
6 Office Closed for Spring Holiday
13 CNAS Undergraduate Research Day
13 HRA Regional Research Symposium
14 Graduate College Interdisciplinary Forum
16 AAA
17-20 Public Affairs Conference
18 Celebrating Tent Theatre 50 seasons-4:30 – 6 pm LIB 306
21 Spring Showcase (recruitment event)

May 2012
1 Academic Advising Workshop: A Conversation about Diversity and Inclusion, 12:30pm – 1:30pm, PSU 313
2 Academic Advising Workshop: Senior Exit Exams and First-Year Student Feedback, 11:45am – 12:45am, PSU 313
3 Academic Advising Workshop: From Passion to Objectivity – the Nuts-and-Bolts of Study Away, 12:30pm – 1:30pm, PSU 315
17 AABOG – 9:00am, location TBD
17 Board of Governors, 3:00pm, PSU 313
18 Spring Commencement
21 AAA (if needed)
28 University Closed for Memorial Day