

# Deans' Council

## Minutes: August 13, 2013

1:30 – 3:00 pm

President's Conference Room

Martha Potvin  
Kenning Arlitsch  
Kregg Aytes  
Matthew Caires  
Anne Camper

Nancy Cornwell  
Brett Gunnink  
Robert Hietala  
Jeff Jacobsen  
Ron Larsen

Ilse-Mari Lee  
Helen Melland  
John Neumeier/Bob Mokwa  
Nicol Rae  
Lynda Ransdell Bob Carson

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### I. Call to order

### II. Approval of Minutes

Minutes unanimously approved as distributed.

### III. Information/Announcements

- A. Faculty Hires – Please inform the Provost's Office and the VPR if a candidate declines a Letter of Hire offer so adjustments can be made to commitment lists and tracking data.
- B. Financial Commitment Requests – Requests for funding – base or one-time-only – must be made in writing and copied to Lisa Duffey and Megan Bergstedt.
- C. ADVANCE Speaker – JoAnn Moody will be on campus September 17-18 to discuss "Hastening Diversity."
- D. David Singel will provide training for the newer Deans on the MSU promotion and tenure review process.
- E. A University Council member will be highlighted to talk about engagement or leadership at University Council.
- F. Military Transfer Credit – MSU has to have a policy in order to receive veteran's affairs initiative funding. The Board of Regents has decided MUS will accept credits on transcripts. ACE has a transfer equivalency rubric for guidance. The Council approved a minor language change to the veteran's transfer credit policy to comply with BOR policy.
- G. Middleware Group (Adam Edelman) – The group is working across the four campuses to determine a standard for usernames and passwords.
- H. Faculty Senate (Bob Mokwa) – Faculty Senate's first meeting is August 28 where the agenda will focus on shared governance and a collegial, collaborative environment on campus. Bob asked that Deans attend the first meeting to be introduced and continue to meet with their College Senators monthly. The Interim Faculty Policies released by OCHE will provide a basis for conversation for new policy development.

### IV. Items for Approval

- A. Proposed Academic Calendar – Provides sufficient time during Christmas break for faculty to catch up on research. Moved, seconded and unanimously approved.

- B. Academic Program Plan – Proposed new or changed academic programs to be submitted to the Commissioner of Higher Education. Moved, seconded and unanimously approved.
- C. Policy Approvals
  - i. Faculty Taking Classes. Request for change to the policy to bring it into compliance with MUS and MSU personnel policies. Modifications of policy content moved, seconded and approved. Provost will discuss the intent of the policy with the Legal Counsel to determine whether this could be part of a broader employee policy.
  - ii. Regents Professor. Faculty Affairs worked on developing a procedure in 2010 as one was not identified by MUS/OCHE. Nomination procedure moved, seconded and approved with edits discussed during the meeting.
  - iii. Expedited Tenure. Postponed until September.

**V. Topics for Discussion:**

- A. ASMSU Leadership Introduction (Lindsay Murdock, Lukas Smith) – Lindsay and Lukas introduced themselves and discussed their goals and guiding principles for the year: inclusivity, sustainability and engagement. They are interested in collaborating with faculty and administrators in order to facilitate communication and advance common goals.
- B. Open MSU (Terry Leist) – Postponed until September. Handout provided.
- C. Assessment (Ron Larsen) – Postponed.
- D. Academic Misconduct submission process (Matt Caires) – Postponed.

**Next Meeting: September 10, 2013; 1:30-3:30 p.m.**