**Deans Council**

**Agenda: Tuesday, December 9, 2014**

**President’s Conference Room**

**1:30 – 3:30 pm**

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| Martha Potvin X | Glenn Duff X | Helen Melland x |
| Kenning Arlitsch - Traveling | Brett Gunnink x | Michael Reidy x |
| Kregg Aytes x | Robert Hietala x | Nicol Rae x |
| Matthew Caires x | Karlene Hoo- Traveling | Lynda Ransdell x |
| Nancy Cornwell xDavid Singel x | Ilse-Mari Lee xRonald Larsen x | Renee Reijo Pera Martin Teintze - Traveling |

 Shelley McKamey – Annual Leave

 Other participants: Chris Fastnow, Terry Leist, David DiMaria, Jeff Bader, Bob Mokwa

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1. **Call to order:**
2. **Approval of Minutes: Minutes approved.**
3. **Topics for Discussion:**
	1. New Asian Studies Major/Minor: The program is fully supported by the Department with the course work already being delivered resulting in limited resource impact. Nic Rae motioned for adoption, Lynda Ransdell seconded, approved.
	2. LRES request to terminate Ph.D.: The program has not had enrollment since 2010. There is currently a joint Ph.D. in Environmental Sciences with Ecology and LRES with a current enrollment of 27. Lynda Ransdell motioned to approve, Nic Rae seconded, approved.
4. **Information/Announcements**
	1. Purchasing Card Training – Julie Heard: There is no formal purchasing card training offered. Individual card holders receive a brief orientation when they are issued their card. Each department can make individual decisions regarding the issuing and removal of purchasing cards.
	2. Academic Analytics – David Singel: New features of the 2013 release include the ability to make customized comparatives. The Box Plots feature shows publication comparison based on a wide variety of group factors. Department Career Progression demonstrates years since terminal degree in relation to articles, citations, grants, grant dollars and awards. Department Quintile Analysis looks at an aggregated score listing academic rank for all faculty in the selected discipline.
	3. Retention, Promotion and Tenure – David Singel: Before the next cycle, please begin thinking that service on RP&T committees requires training. Procedural changes have taken place and it is necessary for candidates and committees to be properly trained in the changes.
	4. CBA Overview: Graduate Assistants - Ron Larsen: Graduate Students have until December 19, 2014 to ratify the CBA to meet the deadline for BOR consideration.

Meeting adjourned at: 3:14 p.m.

**Please Note: Next Meeting: Tuesday, January 13, 2015 1:30-3:30pm; President’s Conference Room**