

Deans Council

Agenda: Monday, November 10, 2014

Leon Johnson 325

1:30 – 3:30 pm

Martha Potvin x
Kenning Arlitsch
Kregg Aytes x
Matthew Cairns x
Nancy Cornwell x
David Singel
Shelley McKamey x

Glenn Duff x
Brett Gunnink x
Robert Hietala x
Karlene Hoo x
Ilse-Mari Lee x
Ronald Larsen

Helen Melland x
Michael Reidy x
Nicol Rae x
Lynda Ransdell x
Renee Reijo Pera
Martin Teintze

Other participants: David DiMaria, Laura Humberger, Bonnie Holden, Bob Mokwa, Megan Bergstedt, Leslie Taylor, Chris Fastnow

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- I. **Call to order: 1:32 p.m.**
 - II. **Approval of Minutes:** Minutes approved.
 - III. **Topics for Discussion:**
 - A. Martha Potvin – Constitution Day
 - i. September 17th is Constitution Day. Federal law requires observance for institutions receiving Federal Funds. Nic Rae has agreed to organize and spearhead efforts.
 - B. JAGS Policy Review:
 - i. Amendment to Faculty Handbook: Policy states that draft policies for new faculty handbook will go to the JAGS committee. Faculty Senate and Dean’s Council for a first reading, second reading, and vote. The new policy is similar to the old with greater clarity.
 - ii. Grievance Policy: Following discussion the draft policy was returned to JAGS. Dean notification was suggested when a grievance is filed. (Policy was sent back to JAGS for modification.)
 - iii. Tenure Track and Tenured Faculty Annual Review Process: A request was made to include engagement. The document is intended to be intergraded with a new review form. Dean’s Council recommended bringing draft back with the forms and any other documents. A discussion regarding goal documentation from both the faculty member and reviewer was undertaken. (Policy will be returned for further discussion.)
 - iv. Appointment and Employment of Faculty: Dean’s Council recommended changes to reflect board policy (you have to go up for tenure by seven years an no less than three years.) NTT titles are located in the CBA and tenure titles are listed in policy section. With minor revisions, policy is ready to be posted.
 - C. Laura Humberger/Bonnie Holden – Inventory of Fees:

- i. Every other year we are able to request changes in fees charged to students, ranging from tuition, field trips and everything in between. A campus communication was sent to deans and department heads prior to the Dean's Council meeting. Timelines are outlined for communication to students and communication back to the Dean. Admin training has taken place and departments who need to have training will also be notified. Associate Provost David Singel is responsible for the Provost Office review. The President's review has been scheduled. Student Senate then reviews and vote approximately two weeks later. Discussion included timeline to faculty and fees for activity costs modeled after other institutions. Fees are placed in a designated fund (unless it is a pass-through such as paying the Bridger Bowl instructor for a ski course. Submission of fees within in the tool is also necessary even if no changes are made. Small increments do not require student approval.

D. New Minor in Building Energy Systems:

- i. Motioned by Nancy Cornwell to table minor, Kregg Aytes seconded, all approved.

IV. Information/Announcements

- A. Blackstone Launchpad Update: Rob Irizarry has resigned from the Launchpad and the position search is currently underway. Blackstone Launchpad would like a faculty member who has interest in this initiative, help make connections to the academic units to work with the new director who will most likely be an entrepreneur and need assistance making academic connections.
- B. ADVANCE: Monthly meetings continue infrequently, need to be more frequent.
- C. Spousal Accommodations: A number of requests for accommodations for faculty are already on campus. Bridge funding and conversion to tenure track for these positions does reduce the monies available for new hires.
- D. Bob Mokwa thanked Deans for their discussion regarding policies.

Meeting adjourned at: 3:26 p.m.

Please Note: Next Meeting: Tuesday, December 9, 1:30-3:30pm; President's Conference Room