**Deans’ Council**

**Agenda: Tuesday, September 8, 2015**

**2:00 – 4:00 pm President’s Conference Room, Montana Hall**

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| Voting Members |
| x | Martha A. Potvin  | x | Charles Boyer – COA  | x | Helen Melland – CON  |
| x | Kenning Arlitsch – Library  | x | Brett Gunnink – COE  | x | Randy Babbitt – Faculty Senate  |
| x | Kregg Aytes – JJCBE  |  | Robert Hietala – GC (Math Summit) | x | Nicol Rae- CLS |
| x | Matthew Caires – VPSS Designee  | x | Alison Harmon - EHHD |  | Nancy Cornwell – COAA |
| x | Renee Reijo Pera – VPR | x | Karlene Hoo – Graduate School | x | Ilse-Mari Lee – Honors College |
|  | Other Members |
| x | Ronald Larsen – Associate Provost | x | Martin Teintze – WWAMI | x | Shelly McKamey - MOR |
|  | David Di Maria – Associate Provost |  | David Singel – Associate Provost (Math Summit) |  | Kim Obbink – Extended University |
|  | Other Participants in Attendance |
| x | Jerry Sheehan | x | MacKenzie Seeley | x | Megan Bergstedt |
| x | Maggie Hammett | x | Ian Godwin | x | Deb Barkley |
| x | Chris Fastnow | x | Kate Grimes |  |  |

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1. **Call to order:**  2:02 p.m.
2. **Approval of Minutes: (July 14,2015 minutes were approved at the Deans’ Retreat on August 13,2015)**
3. **Topics for Discussion:**
	1. New Budget Model Proposal – Megan Bergstedt: Principle concepts for new budget model that has been discussed at other councils was introduced. Models for Academic Affairs, Administrative Facilities and Instructional Costs were discussed. Discussions included benchmarks and sources of data (i.e. Delaware data, KPI fall data, also instructional salaries, student credit hours and formulas used to determine instructional FTE). Concerns regarding model development following a period of unprecedented growth were expressed. Each model considers a national average however comparative data based on Bozeman’s unique environment would also be included.
	2. JAGS Policy Review: Resignation and Retrenchment: After discussion relating to the process of notification which was determined not to be needed in the policy, Kregg Aytes moved to approve, Alison Harmon seconded, approved.
4. **Information/Announcements:**
	1. Research Structure in Each College – Renee Reijo Pera: A Research and Sponsored Programs Expenditures Summary from 2010-2015 was presented. Dr. Reijo Pera began a conversation regarding the responsibility of the Colleges to support and grow research activities. This could be the role of an Associate Dean of Research for each College. Dr. Reijo Pera asked for comments on strategic allocation of research space. The current space management policy has been adopted and will be used.
	2. Art in Action – Maggie Hammett: The Art in Action program provides volunteer support for the arts in local schools. (www.artinaction.com) Program successes at Hyalite and Hawthorne Elementary Schools were highlighted. Instructors are needed to teach the program and it would be an opportunity for any college with a teaching component. Deans were asked to consider providing support for the program. The suggestion was given to reach out to the retired faculty association. Contact for program: Alisa Voris, alisavoris @yahoo.com, 406-595-1315.
	3. Ian Godwin – Senior Survey: The proposal to start doing a survey of the entire undergraduate student body as a sample instead of a census of all seniors was presented. The core of the survey will remain intact revolving around the Core. The new survey questions will be distributed and comments requested with the goal to best support College data needs. The target date is Spring Semester.
	4. Faculty as Mandatory Reporters and On-line Equity Training – Kate Grimes: Information regarding the Mandatory Reporting responsibilities when student involvement in sexual discrimination or sexual violence is known or reasonably should have been known by faculty was shared and the Deans were asked to actively spread the word to all faculty and staff. Online training is being reviewed for annual mandatory completion.
	5. Follow up from Deans Retreat- Martha Potvin: It was suggested to have a day in January before classes start for a follow up retreat to go into more detail on topics such as Graduate School and Office of International Programs. Deans were asked to follow up on the hiring process document (May and October instead of April and October). The Annual Review of faculty document continues to generate feedback. Student retention and graduation rates are far from where they need to be to achieve goals in strategic plan (The goal is 65% and currently at 50%) and efforts need to be increased in those categories. A draft of a collaborative S&C proposal was presented at the retreat however this is not a replacement of the current program. Input on Department Head responsibilities is also welcomed.
5. **Additional Topics:**
	1. A tentative agreement has been reached with NTT faculty with no significant changes. The proposal will need to be ratified by membership. – Deb Barkley

Meeting adjourned at: 3:54 pm

**Please Note: Next Meeting October 13, 2015 President’s Conference Room**