**Deans’ Council**

**Agenda: Tuesday, October 13, 2015**

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

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| Voting Members | | | | | |
| x | Martha A. Potvin |  | Charles Boyer – COA | x | Helen Melland – CON |
| x | Kenning Arlitsch – Library | x | Brett Gunnink – COE | x | Randy Babbitt – Faculty Senate |
| x | Kregg Aytes – JJCBE | x | Robert Hietala – GC | x | Nicol Rae- CLS |
| x | Matthew Caires – VPSS Designee | x | Alison Harmon - EHHD | x | Bill Shields – COAA |
|  | Renee Reijo Pera – VPR |  | Karlene Hoo – Graduate School | x | Ilse-Mari Lee – Honors College |
|  | Other Members | | | | |
|  | Ronald Larsen – Associate Provost | x | Martin Teintze – WWAMI | x | Shelly McKamey - MOR |
|  | David Di Maria – Associate Provost | x | David Singel – Associate Provost |  | Kim Obbink – Extended University |
|  | Other Participants in Attendance | | | | |
| x | Deb Barkley | x | Terry Leist | x | Tracy Dougher |
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1. **Call to order:**  2:00 pm
2. **Approval of Minutes from September 8, 2015: Approved**
3. **Topics for Discussion:**
   1. Welcome Interim Dean for the College of Arts and Architecture, Dr. Bill Shields. (5 minutes)
   2. JAG Policy Review (15 Minutes)
      1. Leave and Benefits: Brett Gunnink moved for approval, Kregg Aytes, seconded. Approved.
   3. Curriculum Proposals (45 minutes)
      1. Center for Interdisciplinary Health Workforce Studies (169-2010): Brett Gunnink moved for approval, Ilse-Mari Lee seconded, approved.
      2. AAS Photonics and Laser Technology (169-2011): Brett Gunnink moved for approval, Alison Harmon, seconded, approved.
      3. BA Art Education (169-2012): Nicol Rae moved for approval, Helen Melland seconded, approved.
      4. Masters of Science in Community Health (169-2013): Proposal will be held for the May BOR meeting.
      5. Minor in Personal Consumer Finance (169-2014): Kregg Aytes moved for approval, Brett Gunnink seconded, approved.
      6. Masters of Science in Counseling with Options in Marriage and Family Counseling; Mental Health Counseling (169-2015): Proposal will be held for the May BOR meeting.
      7. AAS Culinary Arts (169-2016): Brett Gunnink moved for approval, Ilse-Mari Lee seconded, Randy Babbitt abstained, approved.
      8. BS Hospitality Management (169-2017): Brett Gunnink moved for approval, Ilse- Mari Lee seconded, Randy Babbitt abstained, approved.
      9. Masters of Science in Family Financial Planning (169-2018): Proposal will be held for the May BOR meeting.
      10. Master of Science in Exercise and Nutrition Science with options in: Exercise Physiology and Nutrition; Sport and Coaching Sciences (169-2019): Proposal will be held for the May BOR meeting.
      11. Masters of Science in Family and Consumer Sciences options: Early Childhood Education; Family Science (169-2020): Proposal will be held for the May BOR meeting.
      12. Masters of Science in Sustainable Food Systems (169-2021): Proposal will be held for the May BOR meeting.
   4. Retention, Promotion and Tenure: David Singel: A review of the process was presented with a request to the Deans’ to help ensure documentation is written correctly with the proper language from the Role and Scope. Only comments relating to teaching, research and service should be presented in the review letter(s). The suggestion was made to list the candidate’s relevant Role and Scope in the Letter of Hire. A discussion regarding the review of the candidate’s material by a larger group of department faculty was undertaken. The new policy before JAGS was briefly discussed as well as the corresponding proposed charrette.
4. **Information/Announcements:** (30 minutes)
   1. EAB Reminder – David Singel: The Education Advisory Board will be collecting information starting October 14, 2015. Academic leadership will be provided information on Academic Goals. All Deans are invited to the Extended VPLegal meeting on October 27 at 9:00 a.m.
   2. John Deere Ag Expo Social – Tracy Dougher: FFA holding is holding the John Deere Ag Expo November 12-14. It was requested that all colleges have representation at the social on November 13th for the purpose of student recruitment. Contacts can be emailed to Tracy Dougher.
   3. Department Head Responsibilities Document – Updated DRAFT – input – Martha Potvin: Comments from Ag and EHHD have been incorporated into the new draft. The goal is to move the document to conclusion.
   4. Hiring Processes Document – Updated DRAFT – input – Martha Potvin: Intent is to inform the campus as to the general process of faculty hiring. Additional input was requested.
   5. Online Learning Advisory Group Committee – Martha Potvin: A request for faculty representation for the committee was made.
   6. Instructional Technology Advisory Council Committee – Martha Potvin: A request for faculty representation for the committee was made.
5. **Additional Topics:** 
   1. Terry Leist announced that Dennis Defa will retire at the end of December. A search will begin soon.
   2. Matt Caires announced that an email will be sent this afternoon regarding the incident at the Strand Student Union.
   3. Tomas Gedeon will be the first Provost’s Distinguished Lecturer at 7:00 pm at the Museum of the Rockies.
   4. “Unbranded” directed by Dennis Aig in the School of Film and Photography will be presented tomorrow evening at the Ellen Theater.

Meeting adjourned at: 3:39 p.m.

**Please Note: Next Meeting November 10, 2015 President’s Conference Room**