**Deans’ Council**

**Agenda: Tuesday, March 8, 2016**

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

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| Voting Members | | | | | |
| x | Martha A. Potvin - Provost |  | Charles Boyer – COA |  | Helen Melland – CON |
| x | Kenning Arlitsch – Library | x | Brett Gunnink – COE | x | Randy Babbitt – Faculty Senate |
|  | Kregg Aytes – JJCBE |  | Robert Hietala – GC | x | Nicol Rae- CLS |
| x | Matthew Caires – VPSS Designee | x | Alison Harmon - EHHD | x | Bill Shields – COAA |
|  | 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 |
| x | David Di Maria – Associate Provost | x | David Singel – Associate Provost |  | Kim Obbink – Extended University |
|  | Other Participants in Attendance | | | | |
| x | Martha Peters – Nursing | x | Chris Fastnow- Planning and Analysis | X | Deborah Haynes- HHD |
| x | Julian Collins- TRIO |  |  |  |  |

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1. **Call to order: 2:03 pm**
2. **Approval of Minutes from February 9, 2016. Bill Shields moved to approve, Ilse-Mari Lee seconded. Approved**
3. **Topics for Discussion:**
   1. Bachelor of Science in Family & Consumer Sciences with option in Human Development and Family Science: This is a name change only, removing ”non-teaching” from the name of the major. Bill Shields moved to approve, Ilse-Mari Lee seconded. Approved.
   2. Bachelor of Science in Early Childhood Education and Child Services P-3 option: New option in an existing major, only small differences between options. Bill Shields moved to approve, Ilse-Mari Lee seconded. Approved.
   3. Bachelor of Science in Early Childhood Education and Child Services- Child Development option: New option. Ilse-Mari Lee moved to approve, Kenning Arlitsch seconded. Approved.
   4. Master of Science in Community Health: Restructuring Master’s program as six separate degrees. Brett Gunnink moved to approve, Bill Shields seconded. Approved.
   5. Master of Science in Counseling with options in Marriage and Family Counseling; Mental Health Counseling: Restructuring Master’s program as six separate degrees. Brett Gunnink moved to approve, Bill Shields seconded. Approved.
   6. Masters of Science in Exercise and Nutrition Sciences with options in Exercise Physiology and Nutrition; Sport and Coaching Sciences: Restructuring Master’s program as six separate degrees. Brett Gunnink moved for approval, Bill Shields seconded. Approved.
   7. Master of Science in Family and Consumer Sciences; Early Childhood Education; Family Science: Restructuring Master’s program as six separate degrees. Brett Gunnink moved for approval, Bill Shields seconded. Approved.
   8. Master of Science in Health and Human Development, option in Family Financial Planning: Credit change from 42 to 36 credits. Bill Shields moved for approval, Brett Gunnink seconded. Approved.
   9. Master of Science in Family Financial Planning: Restructuring Master’s program as six separate degrees. Brett Gunnink moved for approval, Bill Shields seconded. Approved.
   10. Master of Science in Sustainable Food Systems: Restructuring Master’s program as six separate degrees. Brett Gunnink moved for approval, Bill Shields seconded. Approved.
   11. Center for American Indian and Rural Health Equity (CAIRHE): Alison Harmon moved for approval, Brett Gunnink seconded. Approved.
   12. Review of MSU Academic Program Plan submission to OCHE: An overview of the process presented at the March BOR meeting was presented. The new program plan is due to OCHE in May. The Deans were asked for updated list by April.
   13. Annual Review of Faculty Policy: The Faculty Senate approved policy was reviewed. Bill Shields moved for approval, Alison Harmon, seconded. Approved.
   14. Annual Review of Deans: Discussion continued based on suggestions and edits from the February 9, 2016 Deans’ Council. Faculty Senate asked that the Deans provide four additional questions for the review as well as suggestions for a narrative to accompany the survey. The materials will be reviewed and discussed further with the Deans.
4. **Information/Announcements:** 
   1. TRIO grant update: Julian Collins provided an overview of the program, mission and goals.
   2. Ad Astra: David Singel provided an overview of the Astra Scheduling program to include a listing of all the courses taught in a specified program discipline. Information relating to the use of Ad Astra with regard to enrollment caps, extra sections and workload policy to plan for staffing of courses was discussed. The consideration of space was also included to remind the Council to work through the Space Management process for requesting space.
   3. Indigenous People’s Day: The resolution endorsed by ASMSU and Faculty Senate to recognize the second Monday in October as Indigenous Peoples’ Day was presented. The Deans were asked to share with their College/Department and provide comments.
   4. Performance Funding: If there are critical initiatives that were funded by performance funding in the past the Deans’ were asked to propose to the Provost and to be aligned with their 2017 budget request.
   5. Merit, Market, Equity – Next cycle: Salary increments will be effective January 1 and will be based on the annual review. After the annual reviews are complete, the Deans are asked to complete their recommendations and forward to the Provost Office.
   6. Program Reviews: Ron Larsen provided a reminder of the Program review process.
   7. Assessment Plan: Ron Larsen provided an update on the year 7 review (September, 2017) as well as the emphasis on student learning and the assessment of student learning. A request to have all departments either develop an assessment plan and a reminder to ensure the departments/colleges are using the assessment plans.
   8. The Commissioner would like to MSU to undertake an academic prioritization process. The Deans’ were asked to work with the Department Heads to review courses and consider elimination, merging or adjustment to courses and/or programs before that process occurs.
5. **Additional Topics:**
6. **Adjourned:**

**Please Note: Next Meeting April 12, 2016, President’s Conference Room**