

DEANS' COUNCIL

Wednesday, January 18, 2006

9:30-11:30 a.m.

Provost's Conference Room

Minutes

- **Attending:** Beisel, Bowers, Chordas, Edwards, Ginnetti, Herbert, Hirtzel, Kasvinsky, Kobulnicky, Kestner, Licata, Yemma
- **Guests:** Marilyn Ward, Nancy Landgraff, Susan Russo

1. Announcements

- **RKH:** If you have items for the Board of Trustees' Academic and Student Affairs Committee agenda, please send them to Bege by January 27.
- **Kobulnicky:** Discussion is ongoing about moving the Writing Center, the Reading and Study Skills Center, the Center for International Studies and Programs, and the English Language Institute to Maag Library.
- **Kasvinsky** distributed a handout listing the Research Professorships awarded for next year.

2. Enrollment

First-day figures were distributed. The University expects a decrease in both headcount and FTE enrollments this term. FTE enrollment is likely to fall below budgeted figures. Dr. Hirtzel noted that some students in her college's programs with Belmont Tech likely haven't registered yet.

3. Graduate Program Development: Susan Russo & Nancy Landgraff

Susan Russo, chair of the Art Department, presented the Program Development Plan for the Masters of Arts in Art. No new resources (other than a GA or two) are required, Russo noted. Deans' Council agreed that the proposal can be updated and sent forward to RACGS. The PDP can go to the Academic Affairs Committee of the Board of Trustees as an information item in March.

Nancy Landgraff, chair of the Physical Therapy Department, presented the Program Development Plan for a Doctorate of Physical Therapy. Since the DPT is becoming the entry-level credential for the profession, continuing to offer graduate-level PT requires moving to a doctorate. The current master's degree would be phased out, and the DPT would replace it.

One new faculty line would be required by fall 2007, Landgraff noted, and one GA line would be needed. The Provost asked Dean Yemma for a statement in writing that the new position would be the highest priority for his College, to ensure that the line could be filled from within the College should no resources from outside the College be available. With that assurance, the proposal can go to the Academic Affairs Committee of the Board of Trustees as an information item.

4. Part-time Budget – Ron Chordas & Marilyn Ward

Ron Chordas announced that in difficult budget times, estimation of part-time needs takes on additional significance.

Marilyn Ward is working on verifying fall 2005 workload reports. The Provost reminded the deans that 24 hours should be the general workload target and that the deans are responsible for overseeing department chairpersons in matters related to reassigned-time and workload.

Marilyn noted that the instructor of record for each course needs to be listed correctly in the system by the 14th day of the semester. She also asked for greater attention to accuracy in completing the workload forms and in following processes and deadlines.

Marilyn will send the deans information about their part-time faculty use for the past three years, fall 2005 data, and spring 2006 estimates. Chordas, Ward, and Herbert will decide whether to meet individually with the deans.

The Provost reminded everyone that the next step for academic affairs is to inculcate in the colleges and departments a culture of resource management. Until we do this, we can't go outside of Academic Affairs for a redistribution of resources or address resource utilization more strategically.

5. New Business

None.

6. Adjourn