

MSU
Deans Council
February 27, 2008
Agenda

Members present: Gary Rabe, Conrad Davidson, JoAnn Linrud, Neil Nordquist, Kris Warmoth, John Girard

Old Business

1. Review/approval of January Report
2. Tribal College Initiatives
3. Criminal history background check completion

New Business

1. Faculty Load/Overload Policy (Gary)
2. Articulation Agreements (Gary)
3. Budget timeline (Gary)
4. Academic Requests-NDUS Procedures for submitting Stage I/II
5. Discussion about moving the start of registration (Kris)
6. Discussion about the contract process (Kris)

Area Reports

DATES TO KNOW

2/28	FBCC follow-up meeting-9am- Westlie Room (this is a change from the Jones Room)
2/29	Final draft of summer/fall 2008 class schedules due from Registrar to chairs and deans
3/5-14	Turkey/South Korea trip
3/5	Chair evaluations due to Dean
3/6	Eval/goals for 2 nd yr + faculty due from chair to faculty
3/13	Eval/goals for 2 nd yr +faculty due from chair to dean
3/20	Final draft of summer and fall 2008 class schedules due from Deans to Registrar
3/20	Second 8 week classes begin
3/21	University Closed-Good Friday
3/26	MPS/MSU Social at MSU 3:45-5:00 pm-Student Center Atrium. Must RSVP via Kim Thompson announcement.

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Old Business

Dr. Rabe welcomed John Girard as part of Deans council.

Review/approval of January Report: The January report was approved as written.

Discussion was held on how faculty will be compensated for advising on CONNECT days. \$150 will be the stipend. Summer advising is part of the chair compensation and duties. If a second advisor is needed, Enrollment Services pays. If the chair has to find someone else to cover his/her shift, the department pays. John was asked to work up a budget and provide how many additional advisors were needed in the past and present it to Dr. Rabe who will decide where the money will come from.

Tribal College Initiatives: This will be a standing item each month. The Deans were asked to provide a written report on the status of their initiatives and be prepared for discussion at tomorrow's FBCC meeting. It was noted that dialogue with the tribal colleges has been challenging.

April 4th-Pow Wow- John is tentatively looking at hosting an Open House in the morning for the tribal colleges. It was noted the Pow Wow may be more of a family day and not be as effective as hosting a separate open house day. John will check with Wylie on the number of potential students he would anticipate.

Criminal history background check completion: This will be on the March NDUS AAC agenda. Education, Nursing, SPED/CD, and CJ, are a few of the programs needing background checks. You are welcome to review the matrix one more time before the March meeting.

Faculty Load/Overload Policy: Presented a draft copy of changes from prior meetings. This policy needs to be approved soon as the summer schedule will soon be completed. Discussion was held on the pros and cons of six semester hours per semester being the maximum in fall and spring. It was suggested that the summer rule of three semester hours apply to fall and spring with the dean approving additional credits in special circumstances.

The "special circumstances" will need to be explained on the overload contract request.

New Business

Articulation Agreements: Dr. Rabe will visit with Philip Parnell regarding general education courses within our agreements with Kadair Has.

Budget timeline: Ron Dorn needs your FY09 budget requests by April 1. Equipment requests will be reviewed by the VPAA and the college deans after the Turkey/South Korea trip.

The Draft CTF Salary Recommendations for FY 09 were shared with the deans for reference when working on their budgets. Dr. Rabe provided clarity on various details in the draft and shared perspectives from President's Staff.

Academic Requests-NDUS Procedures for submitting Stage I/II: Academic Actions Summary Table and NDUS Procedures for Academic Requests were provided to the group. Before new programs can be approved by MSU governance, a Stage I must be submitted to the NDUS. Stage I approval gives the green light to proceed with a Stage II. Please inform your departments that Stage I and II must be approved at the system level prior to campus procedures and approval.

Discussion about moving the start of registration: What can we do to be more competitive? Right now, MSU registers two weeks behind others. Is there anything we can do about it?

When a term schedule draft is developed it is visible on PeopleSoft. It is suggested that *DRAFT* be placed on this document if possible.

Another suggestion is to streamline schedules so when the fall schedule is developed, spring is also submitted knowing it is subject to change. This can help students plan better and the departments look at the schedule less.

Discussion about the contract process: Frustration was expressed by a department to streamline the contract requests. Some faculty have struggled year after year to get paid in a timely manner.

Moving term schedules ahead will be helpful. Setting deadlines for contracts this spring semester did help. Deadlines will continue.

Area Reports

Remember to RSVP by March 19th for the MPS/MSU Social on March 26th. Dr. Rabe would like all faculty to attend.

CAS:

- Searches
- New chairs: Ken Bowles-Music-August 1; Math-probably Laurie Geller-effective May 15
- Faculty Achievement Awards: Bethany Andreasen is the recipient for Service and Bill Harbort for Teaching. Congratulations to them

Enrollment Services:

- Great Plains Exceptional Scholarship-5 recipients awarded. Looking at different options to present the award

COB:

- FOE moving along
- CAS Dean Search
- Faculty searches
- Patti Fedji will be the Accounting department chair
- Be in the Know-April 8 from 12:30-2:00 pm will be an open house. All faculty, staff and students will be invited
- Phone-a-thon going well

CEL:

- Will be offering orientation/registration for MSU students on the BSC campus. Debra Chandler will be the clearinghouse person for the orientation booklets for the BSC campus
- A graduation reception for MSU students on the BSC campus is scheduled for May 15th from 5-7 pm. Great opportunity to invite alumni, BOR, and the Governor
- Info session in May for CEL

CEHS:

- Hired a replacement for Billy Boyeff
- Chairs conference was valuable
- Social Work students in Williston showcased in the Williston paper giving praises to MSU
- Athletic trainer stage I being developed