**MINUTES**

**June 28, 2011, 10:00a.m. -12:00 p.m.**

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| **Present** | Marie Huff, Scott Higgins, Perry Schoon, Linda Stanford, Brian Railsback, Louis Buck, Dana Sally, Gibbs Knotts, Beth Lofquist |
| **Guests** | David Belcher, John West for Robert Kehrberg, James Zhang for Bob McMahan |
| **Recorder** | Anne Aldrich |

**ANNOUNCEMENTS/INFORMATION**

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| **Chancellor-elect David Belcher** | Dr. Belcher talked with COD regarding the next few months schedule of meetings and other pertinent issues. |
| **IT Governance Appointments (Linda)** | Linda needs a person to replace Bob McMahan on two committees – is there a volunteer? Brian will accept this position.  We also need one department head for the Academic Advisory committee. Tom Salzman can be asked again or we can request a new person. COD agreed to ask Tom if he will serve again. We need one faculty member. We can reappoint Andy Dalton or appoint someone else. COD agreed to ask Andy to serve again. |
| **Faculty Handbook (Beth)** | We will print the faculty handbook this year, but would like to pose the question of not printing it in the future. It is on the website where it can be accessed to print in its entirety. Discussion ensued and it was agreed in the new version each section will be on a new page so just updated sections need be printed.  This year we will print one and will have each section beginning on a new page. Deans asked for clearer indexing system for the faculty handbook – Dana said he can help do that – Beth will have Ann Green talk to Dana. Our print shop does this job for us – it is not enough to go out to bid. This is something to think about as we move forward. A good compromise might be for us to print the updated sections and send those to people. |
| **Dialogues with Native Science Pioneers (Linda)** | Linda distributed a handout regarding “Dialogues with Native Science Pioneers.” Linda asked the deans to identify faculty that may be interested in attending. Linda will email this handout to the deans. |
| **Chancellor Installation (Beth)** | Beth is co-chairing the Chancellor Installation Steering Committee with Dianne Lynch. Once we have established the Steering Committee we will then create sub committees. We need four names from each college – 1) either nominate yourself or associate dean, 2) a faculty member, 3) a department head and 4) a SPA person. These names will be placed in a pool to select the Steering Committee membership from---please send these to Anne by July 11. The installation event likely will take place in March or April next year. It will be a 3-5 day event. |
| **Minutes** | The minutes of May7, 2010 are approved as written. |

**DEANS’ ROUNDTABLE**

There are no items.

**TASK INTRODUCTION AND DISPOSITION**

There are no items.

**DISCUSSION**

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| **APR 15b DH and ADH Compensation (Beth)** | Beth proposed to bring back together the group of deans (Marie and Perry) she met with to discuss this originally and then bring it back to COD. Discussion ensued. |
| ***Action Item*** | We will bring this back to COD on July 19, 2011. |
| **Boyer Retreat Report (Beth)** | We want to thank Gibbs who participated as a facilitator. This is now an annual event (first retreat was in September 2010) – we will continue with the June date.  We invite teams from across the country to facilitate developing a plan for instituting the Boyer Model. We have been getting rave reviews from the participants. This year we had five teams: NC School of the Arts, James Madison University, Tennessee Tech, Viterbo University/Wisconsin, and the University of Pacific in California.  Linda led a panel discussion with James and Louis as well as others. Carol, Beth, Laura Cruz, and Robert Crow all presented. We had Peter Felton from Elon University, the Director for the Center of Teaching and Learning, as our keynote speaker. The teams can opt to come in on Sunday evening and do a “what is Boyer?” session. |
| **PRM Articulation Agreement (Perry)** | Perry reviewed the document with COD. COD voted unanimously to approve. |
| **Department Head/Assistant Department Head Information (Linda)** | We will bring this topic back. We are trying to see if there is uniformity in release time. Discussion ensued. Anne will send out the request again. |
| **Program Prioritization** | Linda has talked with faculty members that have raised questions regarding the program prioritization process. Has anyone else gotten questions?  Perry said the new process requires the faculty group needs to be elected – Perry will offer up to reconstitute the group or ask the faculty to vote if they want to do that.  The department heads made some suggestions and had questions during the June workshops and raised concerns that still need to be addressed. Beth will send Linda the minutes from the workshop. Discussion ensued. Some faculty do not feel qualified to pass judgment on programs outside of their area. |
| ***Action Item*** | We will bring this back for more discussion. |

**PROVOST UPDATES**

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| **Bob McMahan** | Bob McMahan has accepted a position as President of Kettering University in Flint, Michigan. Linda will be meeting with the Kimmel School next week. Soon thereafter we will identify an interim dean and an interim chair for Engineering and Technology. |
| **Budget** | Some of the impact on our need based scholarship program affects the Yellow Ribbon Program that funds family members of military. We pick up half the cost and the rest is paid by federal government. The funds for this program are now gone, and we have students that have no way to come back to school – 10 are affected this fall. We cannot use state monies so are trying to find other resources for these students.  The Student Incentive Grant was eliminated which is for poverty level students. The Special Talent tuition waivers are eliminated, as well as the teacher scholar program eliminated/phasing it out, etc.  UNC-Asheville and the School of the Arts now are no longer being held harmless from the budget cuts. |
| **Fall Enrollment** | Daily student totals:   * ASP 105 * Honors 180 * new admits 1290 * transfers 427 * Total completers are 1996.   We are still projecting a freshman class of 1450, with transfers a little higher than last year.  Brian has received more questions regarding financial aid than he has ever before.  Scott says numbers are up in graduate school, but distance graduate programs are way down with continuing students – most are in education. They are up in many other areas like the MBA and Entrepreneurship. |
| **Annual Computer Asset Fee** | The Provost Office picked this up last year. This year the Provost Office will pick up 75% with a slow weaning off in the future. We’ll ask IT to send out the list of assets for review again. |
| **Peer Selection Task Force** | We will add this to the next COD agenda and share details. This group is meeting again today. |
| **Board of Trustees** | At the last Board of Trustees meeting, each vice chancellor was asked to define three areas of concern or transition issues. Linda shared what the other vice chancellors stated. Linda shared hers: 1) program prioritization; 2) restructuring Educational Outreach; 3) building research infrastructure. |