

Minutes of the Meeting of the Deans Council
Tuesday, September 11, 2012 – 9:00 a.m.
Warner Conference Room

PRESENT: Charlie Bicak, William Jurma, Janet Wilke, Ed Scantling, Tim Burkink, Joe Oravec, Kenya Taylor, John La Duke

1. **Approval of Minutes for August 21, 2012:** Charlie reported the minutes would be circulated for approval electronically.
2. **United Way Visit – Lisa Parish and Lanny Gerdes:** Lisa Parish and Lanny Gerdes gave a presentation to the group regarding the annual United Way campaign and have set up other meetings across campus to improve the campaign drive this year.
3. **Purchasing Policy for Computer Hardware and Software: eShop and UNK Connections – Barbara Johnson and Jane Sheldon:** Barbara Johnson and Jane Sheldon explained the necessary changes to purchasing procedures and how this relates to changes to UNK Connections.
4. **Cleary Act: Virtual Seminar:** Charlie reported there will be a virtual seminar series regarding *The Cleary Act: Current Compliance and Enforcement Issues* on September 27th, 10 a.m. – 12 p.m., in the Warner Conference Room. You are encouraged to attend if it works for your schedules.
5. **North Central Association Update:** Kenya shared they have tentatively formed the committees to prepare for the upcoming visit, have prepared and sent letters to the prospective committee members and are now waiting for confirmation they are willing to serve.
6. **Graduation Strategy Task Force Update:** Charlie reminded the group that Chancellor Kristensen has asked him to form and lead a Graduation Strategy Task Force whose charge will be to help students succeed in their academic programs and personal development and to complete degree requirements at UNK in a timely fashion. A draft letter has been prepared to go out to the recommended faculty and staff sometime this week or next.
7. **Enrollment Management – what happens after the prospective Student Campus visit:** Ed discussed the need for taking advantage of the increase in campus visits and encouraged the group to contact Dusty so he can come and meet with each college's faculty to help explain how to use these visits more productively.
8. **Board of Regents Meeting:** Charlie shared several items planned for discussion at the upcoming Board of Regents Meeting on Friday, September 14th.
9. **Chief Academic Officers Meeting:** Charlie reported the Council of Academic Officers would be coming to campus for the annual UNK visit. Acting Provost, Susan Fritz will be on campus all day for the MID Review Team visit.
10. **Discussion of International Programs and their mission:** John asked why we have no input when International Education is setting up agreements with foreign universities. Discussion was held.

11. Other: Charlie invited the Deans to attend a luncheon with Peter Longo and Rick Edwards on Tuesday, October 9th.

Joe discussed Care Team and asked how the Deans work with their adjuncts to make sure they know when a student is exhibiting concerning behavior. Discussion was held and Joe also asked if the yellow folders were going to adjuncts. Ed suggested Joe put together some guidelines and send them to the Deans and they will make sure the adjuncts receive the information.

There being no further business to discuss, the meeting was adjourned. The next meeting of the Deans will be on ***Tuesday, September 25, 2012, at 9 a.m., Warner Conference Room.***