

Minutes of the Meeting of the Deans Council

Tuesday, August 27, 2013 – 9:00 a.m.

Warner Conference Room

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

GUESTS: Megan Fryda, Kathy Livingston, Susan Mueller, Kim Schipporeit, John Falconer

1. **Approval of Minutes for August 13, 2013:** Charlie asked if there were additions or corrections to the minutes. Bill motioned and Ed seconded approval of the minutes as presented. All present voted in favor of approval.
2. **Digital Measures – Susan Jensen (CBT), Kathy Livingston & Megan Fryda:** Tim stated Susan was unable to attend, so he discussed integrating the annual evaluation process into Digital Measures, distributed sample evaluations created in Sedona and explained how Sedona works. He discussed that he would like to see something similar to this created in Digital Measures. Megan and Kathy demonstrated and discussed the process to customize the evaluation process in Digital Measures. Discussion was held.
3. **Minors and Double Counting – Kim Schipporeit:** Kim distributed and discussed a handout titled “Duplication between a major and a minor” and explained how the policy change, back in 2010, was causing issues. The previous policy until 2010 was written as follows: Major program a) A major program consisting of 30-36 hours and a minor program consisting of 24 hours of which 18 hours is unduplicated coursework OR b) A major program consisting of 30-36 hours and a second major of 30-36 hours of which 24 or 30 hours (respectively) is unduplicated coursework OR c) Comprehensive major of 42-62 hours. The new policy beginning in 2010 is written as follows: Major Program a) A major program consisting of 30-36 hours and minor program consisting of 18-24 hours. The major and minor cannot be from the same academic department unless duplication of coursework between the two is limited to 6 credit hours or less OR b) A major program consisting of 30-36 hours and a second major of 30-36 hours of which 24 or 30 hours (respectively) is unduplicated coursework OR c) Comprehensive major of 42-62 hours. She explained that the majority of faculty are not aware of the change and are not advising students according to the new policy. Her recommendation is since the impetus for the change in policy was Chemistry and the required duplication with Biology majors, their office is proposing the policy change be rescinded and an exception be made for Chemistry & Biology only. Discussion was held. It was the consensus of the group to rescind the current policy, take this change to the Faculty Senate Academic Affairs Committee for approval and if approved will take effect at that time.
4. **Blue & Gold Welcome Week – Update on the start of semester:** Joe gave a brief update regarding attendance, current schedule and possible changes for the future.
5. **Faculty Senate Retreat Update:** Charlie discussed the recent Faculty Senate Retreat held on August 20, where he was asked to share information regarding the Faculty Evaluation Process, Health Sciences Education Complex and the Mobile Learning iPad Initiative.

6. **NCA Update - Kenya:** Kenya announced the report has been sent to the NCA website and the committee has their jump drives with our information. She encouraged the group to check out the NCA website.
7. **Conflict of Interest announcement – John Falconer:** Kenya and John shared that the Conflict of Interest Policy has caused issues across campus. The Committee has been working on the policy for a year due to a mandate from the Board of Regents stating people must be educated about this policy. A Qualtrics survey will be sent out soon and two information sessions will take place on campus. The Chancellor is planning to send out an email sometime this week, but Kenya wants to check to see where the other campuses are in this process before we proceed. John shared a draft survey with the group, discussed possible questions on the survey and explained how it would work. Discussion was held.
8. **September 20 BoR Meeting:** Charlie discussed several upcoming topics for the September 20th Board of Regents meeting: Need-based financial aid, Faculty Diversity, Merit based scholarships.
9. **Internships and the Nebraska C of C Intern Bridge Program:** Charlie shared he had received an email exchange from Susan Fritz and Richard Baier regarding Nebraska Internships, he will forward the exchange with group and ask in return they provide a limited inventory about the internships we administer on our campus.
10. **Deans Retreat Follow-up:** Charlie reported he is still compiling his notes from the July retreat.
11. **NU Strategic Planning Framework standing discussion topic:** Charlie asked the Deans to share the NU Strategic Planning Framework with their Chairs and ask them to make recommendations for suggested changes to the Board of Regents. Specifically looking at sections 4, 5, 6, 7, 11, 12, 16, 17 & 19.
12. **Other:** John had questions regarding Independent Studies and Thesis advising, discussion was held.

There being no further business to discuss, the meeting was adjourned. The next meeting of the Deans will be on ***Tuesday, September 10, 2013, at 9 a.m., Warner Conference Room.***