

Council of Chairs' Meeting
Minutes
October 15, 2008

- Present: Joy Swallow, Burton Dunbar, Kathleen Kilway, Ken Novak, Jim Sturgeon, Jeff Rydberg-Cox, Alice Reckley, Jimmy Adegoke, Jie Chen, George Gale, Michael Kruger, Harris Mirkin, Diane Filion, Linda Breyspraak, Karen Vorst
- Guests: Dale Neuman, Tom Stroik, Tom Sandreczki, Russ Wilson, Charlie Wurrey
- Absent: Carol Koehler, Michael Smith (excused)

Announcements:

- December Commencement – December 12, 2008 - 4 p.m.
- Town Hall Meeting: Wednesday, November 19, 3:30 – 5:00-UC 106
- Chairs' meeting AY 2009-10: Most have responded, still waiting for response from 5 departments.
- Textbook orders have not been turned in on time. October 15 is the deadline for spring 2009. Faculty need to turn one in even if the students can buy their books online.
- New College Development Director: Search is in the final stage of the interviewing process.

Other:

- Workload reports: Needed by October 27, 2008. Due in Provosts office by October 31, 2008.

Discussion:

- College Leave Policy – Handout of Draft policy provided. Discussion ensued with the following suggestions for revision:
Under A&S Policies and Procedures: Paragraph two:
Include information that faculty should not apply for leave when carrying a heavy load of graduate student mentoring or they should continue this support while on leave. A comment also was made that our leave policy may be a good recruiting tool.
- Under Promotion & Tenure Concerns: Add comment regarding tenure clock is automatically extended when on Medical and/or FMLA leaves. Also some language to the effect that faculty need to investigate the effects of a leave on retirement and/or vesting.

- Funding of Course Buy-Outs: Paragraph two: note exceptions to the 10% plus benefits rule for grants such as UMRBs and FRGs.

Updates:

- Budget Update: Dean Vorst provided the following links on the agenda and asked that Chairs read the articles prior to the meeting for discussion.
http://chronicle.com/news/index.php?id=5295&utm_source=pm&utm_medium=en
<http://www.rockinst.org/WorkArea/showcontent.aspx?id=15322>
<http://chronicle.com/temp/email2.php?id=ymt5ckDktz6H8PypWgY6cmGgPRGsdPt3>
- Chair Stipends: Dean Vorst explained how chairs' stipends were decided for FY 08-09 by the Compensation Committee using the tier system. Chairs were advised that the compensation structure would be revisited in 3-4 years.
- GTA/GRA Stipend report: Interim Assoc. Dean Dale Neuman provided chairs with a handout reporting total stipend given for 2007.
- Information Dashboard: Interim Assoc. Dean Dale Neuman provided chairs with a handout of the template that is currently under development by IR Assessment & Planning. He advised that Andrew Draker, Manager of IR Assessment & Planning would be invited to a future meeting.

Strategic Plan: Chairs' Committees:

- Academic Programs – Assoc. Dean Tom Stroik, Chair
Dr. Stroik announced that the committee had been meeting with departments to present the general education revision plan and the meetings have been very productive.

He advised that Reggie Bassa, Director – PACE & CE would be attending the next committee meeting on 10/22/08 – 11:30 – 1:00 in SH 307. All are invited to attend.

- Faculty & Funding – Executive Assoc. Dean Charles Wurrey, Chair
Dr. Wurrey provided a handout of the committee minutes. He asked for continued input from departments. Next meeting date is 10/17/08.
- Marketing – Assoc. Dean Tom Sandreczki, Chair
The committee had not met yet but will meet soon.
- Recruiting & Retention Follow-up Committee – Assoc. Dean Tom Sandreczki, Chair
Dr. Sandreczki announced that the committee had reviewed last year's report and is currently focusing on recruiting. On the College website they have highlighted what departments are currently doing in this area. Some ideas have included creating a pamphlet in Spanish.
The committee will switch its attention to retention at the next meeting.