

## **Minutes of the Council of Chairs Meeting, December 10, 2008.**

Meeting convened in Brookside Room, Administrative Center, 1 p.m.

Thanks to Dale Neuman for these notes.

### **In Attendance:**

Dean Vorst, Executive Associate Dean Wurrey, Associate Dean Sandreczki, Associate Dean Stroik, Interim Associate Dean Neuman, Russ Wilson, Michael Smith, Kathleen Kilway, Harris Mirkin, Ken Novak, Diane Filion, Carol Koehler, Joy Swallow, Linda Breyspraak, Gary Ebersole, Burton Dunbar, Jimmy Adegoke, Jeff Rydberg-Cox, George Gale, Jie Chen, Alice Reckley Vallejos, Michael Kruger, James Sturgeon.

Absent: Tom Mardikes

### **Reports:**

*Student Surveys:* Tom Sandreczki distributed the results on one exit survey of students who left UMKC by withdrawing and reported on another conducted among those who had not re-enrolled. The major findings of both surveys (in order of most frequently mentioned) were: (1) conflict between job and studies, (2) medical problems (personal or family), (3) personal problems. And, more than 72% who dropped out indicated that they planned to return to UMKC in the future.

*Academic Programs:* Tom Stroik reported that he and others on the committee had been meeting with departments to get comments and feedback on the proposal to revamp the general education component of the A&S curriculum. The meetings had generally been productive although questions remain among some about the proposal. In particular, the issues of accommodating transfers into the curriculum and the transferability of credit from the curriculum remain complicated. He invited those present to continue the dialog and noted that the meetings are open and the schedule is on the College website.

*Faculty and Funding:* Charlie Wurrey noted that the planned meeting for earlier in the day had been pre-empted by the need of the College Dean's Office to address the budget reduction proposals deadline that had been moved up to December 11. He reported that the minutes of the group are on the College web site; that it meets mornings on the same Wednesdays that the Chairs meet and that others are welcome to attend. He did note that the committee was working toward the idea of department specific work load policies in the context of the College policy with greater transparency so that all could see the workloads of each department.

*Recruitment and Retention:* Tom Sandreczki reported on the wrap up activities of the carry-over Recruitment and Retention Committee. It has made a set of recommendations on

improving retention efforts to the Dean that have been sent on to the Provost. The recommendations on recruitment have been developed but the report is still being prepared. Both sets of recommendations grew out of the separate reports on each topic prepared last year.

*Marketing:* Tom Sandreczki reported that this committee had been meeting and had been joined by three members of the staff of University Communications to brainstorm and work up some marketing ideas and plans. In response to a request about getting email lists of all UM undergraduate students (and even maybe those of the HSCP students) for the purpose of letting them know what College departments will offer in the summer , Tom said he would look into the matter.

## **Announcements:**

Dean Vorst announced that Debbie Kirchoff will join the College Staff as Development Officer starting December 15, 2009. She will work for the College and the School of Education.

Dean Vorst indicated that all GTA and GRA offer letters and appointment letters must now include a sentence that indicates that the offer/appointment is contingent on the availability of funding for the position.

She also reported that there no longer can be any payment after the fact of service for overtime from UM-based accounts. All overtime has to be authorized in advance by the Dean's office. Dale Neuman reminded everyone that the new accounting rules limit all transfers of payments from grant accounts for payments that are past 60 days.

## **Budget Discussion:**

Dean Vorst reported on the many meetings and venues at which the current budget crisis has been addressed and noted more meetings scheduled for her to attend on December 11<sup>th</sup>. As a result of the foreshortened timetable given her on Tuesday, she had met with the associate deans earlier in the day and they would all meet again after this meeting to pull together the College's response. Since we must develop our material based on the state funds share of our budget, she noted the main lines of the response would include "rate" lines for summer school and other activities where, while they would hurt our ability to deliver courses and recruit students, we could find ways to manage at least at the 15% level. She noted that the Chancellor has instructed all to treat this not as an across- the-board cutting process but as a restructuring plan for the future. Gary Ebersole reported on the IFC meeting with President Forsee on December 9 and noted that the UM system has to prepare a plan for the legislature and a plan for the governor in the next week or so which is why the timeline has been so short. He also indicated that they were told another VERIP could not be used because the last ones did not generate the desired savings results and generated additional costs.

Dean Vorst indicated that we would likely be asked to give back some of the monies allocated for this year but that there were no numbers available at this point. The conversation then visited many ideas about what we might try to increase SCH, reduce instructional cost, try new delivery methods, etc. Several factual comments of note arose in the discussion of moving more classes to the on-line mode. Harris Mirkin reported when he opened a section, it filled up within a day or two. Burton Dunbar cautioned that their experience was that when they offered more than two on-line sections, enrollment in on-campus counter parts dropped; if they opened only one or two, it did not seem to impact on-campus enrollments in counter-part courses.

As the meeting came to a close, Dean Vorst announced that Executive Associate Dean Charlie Wurrey would be returning to the faculty and leaving the Dean's Office in January, 2009. She thanked him for his many years of outstanding service to the Dean's Office and the College. There was a round of appreciative applause. Charlie indicated that he planned to be available to field questions to aid in the transition.

Meeting adjourned circa 2:35 p.m.