

# Deans' Council

## Minutes: Tuesday, September 27, 2011

1:30 – 2:30 pm

President's Conference Room

Montana Hall

Martha Potvin  
Joseph Fedock  
Larry Baker  
Carl Fox  
Robert Hietala

Jeff Jacobsen  
Marvin Lansverk  
Paula Lutz  
Robert Marley  
Tom McCoy

Helen Melland  
Tamara Miller  
Susan Dana  
Matthew Caires

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### I. Call to order

### II. Approval of Minutes of September 27, 2011, Meeting

Minutes unanimously approved as written

### III. Information/Announcements

#### A. Graduation tassels

Representatives from the MSU Bookstore and the Registrar's Office provided an overview of standard college colors for commencement tassels. The switch to college colors has been suggested in order to identify the demarcation among colleges. An alternative suggestion was made to keep the standard tassel colors (black, blue and gold) and use college banners and ushers to announce the change to a different college. There was general consensus that the Deans would discuss the issue with their faculty and reach a final recommendation on tassel colors at the October 10 Deans' meeting.

### IV. Topics for Discussion:

#### A. EPSCoR (Mark Young)

On Friday, September 23, MSU was notified that the EPSCoR proposal had been funded with an effective date of September 1, 2011. This is a five-year, \$24 million, Montana University System-wide award. One half of the funding will be expended by the MSU System and one half will be expended by the UM System. It is anticipated that most activity will occur at the flagship campuses. A strategic plan for the use of these funds must be developed within the next 90 days. A statewide EPSCoR meeting will be held on October 5 and 6 at the Museum of the Rockies and all interested parties are invited to attend. Dr. Young indicated he will hold budget authority for all campuses and he will be pushing for faculty hires. He is interested in hearing from the Deans regarding priorities for hires. Requests should match EPSCoR goals and he will be looking for shared funding possibilities. In addition, EPSCoR will be assisting

with support for the statewide Institute of the Environment. A public announcement of the EPSCoR funding is on hold pending the Governor's involvement.

**B. Institute of the Environment (IOE) (Tom McCoy)**

Tom McCoy expressed his thanks to Mark Young for his work on the EPSCoR grant. Dr. McCoy emphasized that EPSCoR is one source of funds for the Institute of the Environment (IOE). An agenda item to create a Montana University System IOE will be submitted for the November Board of Regents meeting. The colleges of Letters and Science, Agriculture and Engineering are the primary units for involvement with the IOE, but all colleges are encouraged to participate. There is significant interest among a number of faculty to participate in the IOE. EPSCoR and IOE will involve Native communities. Twenty percent of the EPSCoR budget will be directed to Native communities. The Big Sky Institute will be dissolved at a later date.

**C. ADA Compliance (Brenda York/Leslie Taylor)**

A site visit by office of Civil Rights several years ago resulted in modifications to residence halls and dining halls. There remain ADA issues related to classrooms. Access issues are coordinated through Brenda York and, in general, have been resolved positively. Brenda reminded the Council that "access" includes access to programs and experiences not just buildings. Every building does not have to be accessible, but every program must be accessible. Testing accommodations are a significant issue. Testing Services is working to accommodate as many requests as possible, however, inadequate space and time is a real challenge. There is no centralized funding for ADA compliance.

**D. RFP Online Programs (Kim Obbink)**

In response to the President's initiative to serve place-bound students, in FY2011 \$500,000 (over a five-year period) was identified for expansion of access to online programs. Following an RFP process, \$100,000 was distributed to various programs in FY2011. An RFP for distribution of funds for FY2012 is being developed and priority consideration will be given to proposals that convert existing programs to online delivery and proposals that fit within the strategic initiatives of the college. Following discussion, the following suggestions were made for modification of the RFP: 1) identify parameters in the RFP for reasonable funding amounts; 2) keep portion of funding for "seed programs"; 3) do not limit funding to existing programs.

**E. Unfunded Proposals – Report from Subcommittee (Larry Baker)**

Dean Baker submitted the recommendation from the subcommittee which would give priority to existing programs with enrolled students. Specific programs mentioned were: 1) Turkish Dual Degree; 2) Sustainable Foods and Bioenergy Systems; and 3) Music Technology. A motion was made to accept the recommendation of the subcommittee as presented in the written document. Discussion followed regarding development of criteria to evaluate programs for funding. Budget Council is working on a process that will provide a mechanism to request institutional support for new programs. There was general consensus that the subcommittee should reconvene to establish criteria and sharpen the wording of the recommendation.

**F. Fish and Wildlife Ecology and Management Option name change (Paula Lutz)**

This slight modification in the name of this option (from: Fish and Wildlife Management; to: Fish and Wildlife Ecology and Management) will better reflect the broader nature of the curriculum in Ecology. Deans' Council voted unanimously to approve the name change.

**G. Master of Science in Health and Human Development, Option in Family, Food and Community Health Sciences (name change from Health Promotion and Education) (Carl Fox/Larry Baker)**

This proposed name change will more accurately capture the coursework, service and research performed by graduate students enrolled in this option. The Deans' Council voted in favor of the request, with one abstention.

**H. Program Review Guidelines (Ron Larsen)**

The revised Guidelines for Program Reviews were reviewed and discussed. It was suggested that AAAS reviews should include the Vice President for Research in the site visit. How will these reviews be used by the institution for strategic planning purposes and/or for program prioritization? More follow-through after the review process has been completed will be emphasized. This will provide departments an opportunity to work on weaknesses and celebrate strengths. This should also be an opportunity to reinforce the connection with the mission of the institution. Guidance was requested regarding the appropriate volume of materials for the self-study. Also discussed were possible modifications to the timeline. Faculty Senate will review the proposed guidelines and provide feedback. Concern was expressed regarding the purpose and substance of the report to the Board of Regents. The guidelines will be revised and a new version will be submitted for Deans' Council consideration at the next meeting.

**I. Other**

Terry Leist reported that Chief Human Resources Officer candidates will be on campus in the next two weeks and encouraged Deans' Council members to participate as appropriate. The approved salary increase for eligible employees is 1% plus \$500 across the board, effective October 1. All eligible employees will receive the increase based on this formula (pro-rated by FTE) with no adjustments.

**Next Meeting: Tuesday, October 25, 2:00 – 3:30 pm (President's Conference Room)**