

# Deans' Council RETREAT

## Minutes: Friday, February 15, 2013

8:00 am – 5:00 pm

American Simmental Association Board Room

Martha Potvin  
Kenning Arlitsch  
Kregg Aytes  
Matthew Cairnes  
Nancy Cornwell

Brett Gunnink  
Robert Hietala  
Jeff Jacobsen  
Ron Larsen  
Tom McCoy

Helen Melland  
John Neumeier  
Nicol Rae  
Lynda Ransdell

---

**I. Call to order**

**II. Approval of Minutes of January 15, 2013 Meeting**

Minutes unanimously approved as distributed.

**III. Information/Announcements**

**IV. Topics for Discussion:**

- A. Jack Creek Preserve. No concerns were raised with the Memorandum of Understanding with Jack Creek Preserve. It will go forward.
- B. American College of Norway. The program creates an opportunity for students early in their academic careers to have an international experience. Classes are generally 200 level and taught in English. The cost would be close to MSU's tuition. Questions were raised about the cost of sending faculty and how many Norwegian or other international students might be recruited to MSU.
- C. Material Science Ph.D. Proposal Consideration. The program agreement with UM and Montana Tech would require commitments from MSU Academic Affairs for a new tenure track faculty line, tuition waivers, teaching assistant stipends, the development of core courses and some program administration. Questions were raised about how these resources should be reviewed, evaluated, discussed and decided upon by MSU. The discussion will be revisited at the March meeting.
- D. Credit Hour Policy. A policy needs to be defined as it relates to federal financial aid and to be in compliance with U.S. Department of Education and accreditation requirements. The draft policy does not change what is done at MSU. Faculty Senate will discuss the topic next.
- E. Student Exchange Program with South African Universities. Students from South Africa would do their honor thesis at MSU over one semester. Between four and ten students would come and MSU has been asked to provide tuition waivers. The students will need to have contact with a faculty meeting.
- F. MSU Friday. It is important that the Colleges be represented by enthusiastic individuals that can convince students and parents that MSU and their programs are a good choice.

- G. **New Faculty Start-up Packages.** Tom McCoy asked that his office be informed of prospective hires 6-12 months in advance for start-up commitments. He also asked that Deans and Department Heads think creatively about start-up packages by negotiating with the potential faculty member and exploring all possible sources of funding, including equipment proposals to NSF and NIH as well as Foundations, e.g. Murdock. In addition department heads should carefully evaluate the requests from potential hires to determine what items are essential and whether MSU already has the item available for use by the new faculty member. Possible types of start-up support that the VPR's office may commit to include summer salary and benefits, essential equipment and supplies, technical support, and space renovation. Course buy-outs during the academic year are not funded by the VPR.

If a space renovation is approved for funding by the VPR Office then it becomes the responsibility of the department head to work with OFS to ensure that the renovation can be completed before the faculty member arrives at MSU. Faculty Senate has developed a document with the Office of Facilities Services to provide guidance through the renovation process. John will bring the draft document to the March meeting.

- H. **Neumeier announcements.** Faculty Senate is asking the Senators representing academics and research to meet regularly with their Department Head and the Dean so they have open communications with University leadership and be better informed about what is going on in the areas they represent. Deans were asked to respond positively to meeting requests. John Neumeier and Bob Mokwa were commended for their effective and smart efforts over the academic year.

I. **Other**

- a. Molecular Biosciences is an interdisciplinary graduate program that recruits diverse students and requires them to rotate through several programs of study before selecting an advisor. Several sources of funding are ending and the staff is losing their office in Linfield to renovation.

**V. Presentations**

- A. Student Success – Carina Beck (9:00 a.m.)
- B. Student Recruitment – Ronda Russell (9:30 a.m.)
- C. Honors Program – Ilse-Mari Lee (10:00 a.m.)
- D. Faculty Union – Deb Barkley (11:00 a.m.)
- E. Faculty Development – Marilyn Lockhart (11:30 a.m.)
- F. MSU Budget – Terry Leist (12:00 p.m.)

**VI. Strategic Planning (1:00 – 5:00 p.m.)**

- A. Plan due dates and process – Chris Fastnow
- B. Deans/Directors present College/Unit vision and strategic plan development/process
- C. Academic Strategic Plan

**Next Meeting: Tuesday, March 12, 2013; 1:30-3:00 pm.**