

## January 29, 2013 Deans' Council Meeting Minutes

**Present:** Matthew Adeyanju, Mindy Baumgartner, Paul Blake, Steve Durst, Fritz Erickson, Robin Hoisington, Michelle Johnson, Rick Kurtz, Bruce Morgan, Dave Nicol, Bill Potter, Randall Schrader, Robbie Teahen, Kim Wilber

### **Alternative Academic Spaces**

Guests Mark Schuelke and Deb Sweet discussed the need for alternative academic spaces while the Rankin Student Center is being remodeled. Mark presented a proposal regarding alternate meeting and event spaces during the approximate 16-18 months that renovations are underway. He discussed the history of Rankin Centers' last year's scheduled meetings and noted that more than 1,000 meetings and activities took place there, as did over 1,700 registered student organization (RSO) meetings and events. Rankin Center will need to be vacated beginning in May of this year, and we are looking at housing meetings and events in alternative spaces for three semesters and one summer beginning Fall Semester of 2013. Discussion included possible course conflicts with evening events, the possibility of resulting wear and tear on academic facilities and concerns regarding serving food in newly remodeled areas. The proposal included an academic classroom chart including days/times for Starr, Business and IRC, with other academic building rooms by specific request. Classrooms would be scheduled for RSO use after all academic classes are scheduled. During the first week of classes when courses are subject to change and colleges need to make room changes, RSOs would be contacted and informed of the need to move to accommodate the colleges' class schedule needs. Rankin student managers will monitor classroom use on a daily basis. A student manager will staff the academic buildings and work with the RSOs to monitor proper use of the classrooms. The "Starr Building Utilization Check Sheet" can serve as the model for the check sheet to be used in all academic buildings assigned for this purpose. Custodial staff will assist in ensuring the classrooms are clean for the following morning's activities. Mark distributed the FSU Room Grid – Temporary Meeting/Event Space document that has identified alternative spaces while Rankin is being renovated. This document lists academic buildings/rooms and was created in November of 2012. There was mutual agreement regarding the Academic Space Proposal, and Mark will move forward with it. He thanked the Deans' Council for their input and assistance and asked them to contact him with any future suggestions. Fritz Erickson shared that he was excited to see the first renderings of the University Center as this will be a great new facility for the campus.

### **Enrollment Discussion**

Fritz Erickson distributed Fall Semester enrollment information and led a discussion on the importance of effectively growing enrollment and asked for ideas that could support and enhance this effort. Deans' Council members were also asked to think about the following questions in order to identify a financial model that would help support enrollment growth: "Philosophically, what do we want to be?" "Should Academic Affairs revisit the way budgeting is accomplished in this division?" "Should the history of college funding be reviewed and budgets analyzed?"

**Over**

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“Should a budget model be created that follows enrollment trends?” Multiple factors exist in an effective budget model, including enrollment, productivity, human resources, and retention/graduation/placement, as well as an ability to adjust to enrollment changes. The most appropriate kind of budget model needs to be explored due to the diversity in colleges. More discussion is needed to best identify an effective model that supports each college’s philosophy. A work group needs to be identified with a final goal of drafting a funding model proposal.

Further discussion included the following points of action:

- Identify effective plans and goals to help prepare for the future
- Identify possible challenges or impediments
- Discuss a financial model that would support enrollment growth and identify resources to support new programs
- Identify possible impacts on the community as well as impact of new programs on existing programs
- The need to reach out to different populations of students and consider their future job placements
- Identify ways to increase graduation rates
- Review retention rates
- Create development programs, ideas for research, effective alumni support

### **Education Advisory Board/University Leadership Council Membership**

Robbie Teahen discussed several resources available from Academic Affairs’ membership with the Education Advisory Board. Besides the benefits of forum membership, access is available to several basic and custom reports, as well as an inventory of research studies, webinars, onsite workshops and conferences available by accessing their website EAB.com.

### **Program review/Course Evaluations**

Robbie Teahen discussed the new course evaluation system and discussed the need to proceed with the previous evaluation approach until training is scheduled and the new system is ready. She also stated that each college should identify a person as a single point of contact for this process as well as someone to serve as a back-up to access the data. She also asked the deans to think about who should have access to data in their areas. The new system will allow analysis to be done at the college and departmental levels, and faculty should be able to receive their own reports. Some orientation will be required on how to log into the system.

### **Roundtable**

Steve Durst shared that the Community Pharmacy recently opened and is currently serving those who are scheduled at the clinic. There may be some possibilities to offer expanded services in the future.

Bill Potter shared that he is serving on the Campus Health Care advisory committee. They are looking at the possibility of identifying a health care package at the end of March.

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Matthew Adeyanju shared that the College of Health Professions is reviewing ways to increase the College's admissions requirements.

Dave Nicol shared information about the March 1<sup>st</sup> Hospitality Gala.

Rick Kurtz shared information about the College of Arts and Sciences' new program initiatives and programs.

JK Yates shared some personnel changes in the College of Engineering Technology dean's office as well as information on training opportunities, donations, and student internship opportunities happening in the CET.

Respectfully submitted by Robin Hoisington