

Deans' Council

Agenda: Tuesday, October 11, 2016

2:00 – 4:00 pm MOR Janke Board Room

Voting Members					
x	Robert Mokwa - Interim Provost	x	Charles Boyer – COA		Helen Melland – CON
x	Kenning Arlitsch – Library	x	Brett Gunnink – COE	x	Michael Babcock – Faculty Senate
	Kregg Aytes – JJCBE		Robert Hietala – GC	x	Nicol Rae- CLS
	Matthew Caires – VPSS Designee	x	Alison Harmon - EHHD	x	Royce Smith – COAA
	Renee Reijo Pera – VPR	x	Karlene Hoo – Graduate School	x	Ilse-Mari Lee – Honors College
Other Members					
x	Ronald Larsen – Associate Provost	x	Martin Teintze – WWAMI	x	Shelly McKamey - MOR
x	David Di Maria – Associate Provost		David Singel – Associate Provost		Kim Obbink – Extended University
Other Participants in Attendance					
x	Martha Peters- CON	x	Jerry Sheehan- ITC	x	Megan Bergstedt- Budget
X	Jeff Bader- Extension	x	Myleen Leary- JJCBE	x	Chris Fastnow – Planning
X	Deb Barkley – Human Resources	X	Daniel Adams – Internal Audit		

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- I. **Call to order: 2:01 pm**
 - II. **Approval of Minutes from September 12, 2016.** Nic Rae moved for approval, Ilse-Mari Lee seconded, approved.
 - III. **Topics for Discussion:**
 - A. PSEM Moratorium Level I: Mike Babcock moved for approval, Alison Harmon, seconded, approved.
 - B. P&T Definitions: Brett Gunnink moved for approval with friendly amendments from the College of Arts and Architecture and Extension, Ilse-Mari Lee, seconded, one abstention approved.
 - C. Role and Scope Document: Brett Gunnink moved for approval, Alison Harmon seconded, approved.
 - IV. **Information/Announcements:**
 - A. Gmail/Gapps – Jerry Sheehan, Vice President for Information Technology discussed the history of the use of Gmail at MSU and a common infrastructure for email on campus.
 - V. **Additional Topics:**
 - A. What a Dean Needs to Know – Fiscal compliance and MSU Compliance Hotline: Daniel Adams.
 - B. Tenure track faculty search call should be out next week.
 - C. Budget request call will be going out soon and the Deans were asked to begin the conversations with the departments regarding requests.
 - D. ITC will be making several personnel moves over the next few months. Any allocated space will be reviewed through Space Management. Deans were asked to consider requests for non-tenure, tenure track and possible graduate student assignments.
 - E. Research Compliance Office will begin providing training to students.
 - F. Program assessment progress has been made however much more needs to be done.
 - VI. **Adjourned: 3:48 pm**
 - VII. **Tour of Oplontis Exhibit to follow**

VIII. Please Note: Next Meeting November 7, 2016, President's Conference Room