

# Deans' Council

## Minutes: Tuesday, February 7, 2012

1:30 – 3:00 pm

President's Conference Room

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 January 9, 2012, Meeting**

Minutes unanimously approved as written.

**III. Information/Announcements**

**A. Collections Facility at MOR – Shelley McKamey**

Deferred until March Deans' Council meeting.

**B. 4% Administrative Fee – Terry Leist**

Currently, designated and F&A accounts are charged a 4% administrative fee. VP Leist will bring a proposal to eliminate the 4% fee for F&A accounts to University Council at the March 6 meeting.

Two memos from VP Leist were recently distributed updating the campus community on budget issues and the investment proposal process.

Revenue to MSU has increased by over \$29 million in the past 5 years. Of that amount, over \$20 million went to fund salary and benefit costs. Inflationary costs for utilities and library collections were also funded. As recommended by Budget Council, \$1.5 million has been allocated for classroom renovations and \$1.5 million has been allocated to Academic Affairs for increased enrollments. \$1.2 million has been reserved for funding investment proposals. Provost Potvin indicated that she will be discussing the allocation process for the \$1.5 million to Academic Affairs with the Deans at the February 27 meeting.

**C. Transferability Initiative BOR Item**

A resolution was passed at the November 2011 Board of Regents meeting emphasizing the support of the Board for the completion of the MUS Transfer Initiative. Provost Potvin will continue to work with OCHE to tighten up quality controls.

**D. Placement of Non-Tenure Track (NTT) Faculty**

Department Heads (with the Dean's concurrence) will be responsible for the placement of NTT faculty within the new ranks identified in the collective bargaining agreement. Due diligence will be expected in assignment to the most appropriate title. Please note that

movement to the next rank requires professional development and time in teaching is not the same as professional development.

#### **E. Search Updates**

- **College of Business Dean – Robert Marley**  
References were conducted last week. Three (perhaps four) candidates have been approved for campus interviews to be scheduled February 21-29.
  
- **College of Arts and Architecture Dean – Carl Fox**  
Preliminary interviews were conducted February 1 and 2. The pool has been narrowed to eight candidates and reference calls are in progress. The committee will meet on February 13 to identify candidates for campus interviews in March. Interim Dean Fedock expressed concern that information about the candidates and the interview schedule be disseminated as soon as possible to the College of Arts and Architecture faculty and staff. Provost Potvin indicated that interviews would not be scheduled during spring break week.
  
- **WWAMI Director – Paula Lutz**  
Two candidates were invited to campus for interviews, but one candidate has already withdrawn. An on-campus interview with the remaining candidate is scheduled for March 5 and 6. Other active candidates remain in the pool.

#### **IV. Topics for Discussion:**

##### **A. Native American Task Force Report**

Provost Potvin reminded everyone that the final report of the MSU Native American Support Programs Task Force is available on the Provost's website. Discussion followed regarding recommendation #2, which calls for the creation of a position (possibly at the vice presidential level) to coordinate Native American programs. There is no strategic plan or statement to guide minority engagement. With vacancies in key positions (vice-Jim Burns and AIRO director), this might be an opportunity to realign coordination of these efforts. Provost Potvin will be discussing next steps with President Cruzado in the near future and invited additional comments from members.

##### **B. Interdisciplinary Infrastructure Document (Tom McCoy)**

VP McCoy will present the most recent draft document to Faculty Senate on February 8. While this is not a perfect document, it is an attempt to advance interdisciplinary research with the discussion of the possibility of faculty assignments within Centers and Institutes. Research Council is seeking feedback. Salary would remain under control of the home department. Several issues of concern were brought forward: annual review, promotion and tenure, funding, raise dollars and F & A distribution. After receiving feedback from Faculty Senate, VP McCoy will bring a revised version to Deans' Council. The faculty union will be involved in the review and approval process.

##### **C. Request from Regent Robinson – Questions on Compensation Packages**

In response to the request from Regent Robinson the following issues were brought forward:

- Inability to respond with preemptive retention offer when faculty or staff are interviewing with other institutions
- Employee benefits, particularly retirement packages and health care are below average.

- If new faculty are hired at market levels, inversion problems are created within departments and colleges
- TRS subsidy
- NWCCU has been critical of our salary rates and this dissatisfaction has been growing
- Percentage of classroom hours offered by NTT faculty is on the increase (national trend)
- With an anticipated retirement “bubble” the need to recruit is increasing
- Lobby for state appropriated salary increases
- Allow for more local (campus) control of compensation issues
- Elimination of the 2/9 summer salary limitation for AY faculty
- Adjustment to faculty salary floors (last adjustment 5 years ago)
- Reinstatement of University Sponsored Research Appointments (NOTE: The University is moving away from these appointments; however it is included here to give a fair representation of comments received)
- Tuition waivers for dependents were viewed as a positive incentive

**D. Faculty Course Evaluations**

Currently, there is no time limit on the retention of paper copies of faculty course evaluations. A proposal has been brought forward to retain paper copies for one year and one semester. After that time period, files would be accessible only electronically. Marvin Lansverk will discuss this issue with Faculty Senate and report back.

**E. Honorary Degree Policy – Possible Changes**

John Carlsten (Chair of the Honorary Degree Committee) has proposed changes to the Honorary Degree Policy. Following brief discussion, it was agreed that Marvin Lansverk would bring this issue to Faculty Senate for consideration.

**F. HR Improvements/Enhancements (Terry Leist/Dennis Defa)**

Dennis Defa is seeking input from the Deans. Please contact Dennis directly.

**Next Meeting: Tuesday, March 6, 2012, 1:30 – 3:00 pm (President’s Conference Room)**