

Deans' Council

Minutes: Tuesday, March 6, 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

I. Call to order

II. Approval of Minutes of February 7, 2012, Meeting

Minutes unanimously approved as written

III. Information/Announcements

A. Collections Facility at MOR – Shelley McKamey

The Museum of the Rockies (MOR) Board of Trustees has identified the construction of a new collections facility as a high priority. Currently, some MOR collections are stored off-campus. The Board has identified a funding stream and the proposed new building will be constructed on university property. The Museum would like to include other legitimate collections from other units on campus. This facility construction is different from the Department of Defense project discussed in previous years. Please contact Shelley McKamey with questions or information about storing other collections in the new facility.

B. Search Updates

- **College of Business Dean – Robert Marley**

Three candidates were invited to campus for interviews in late February. One candidate accepted another position and withdrew at the last minute. The search committee has met with the Provost and provided its recommendation. Provost Potvin requested that the Deans forward any specific comments regarding the search directly to her.

- **College of Arts and Architecture Dean – Carl Fox**

References were conducted on 12 candidates. Four candidates have been identified and accepted campus interviews, which will be scheduled for the third and fourth week of March. An announcement will be forthcoming soon.

- **WWAMI Director – Paula Lutz**

Dean Lutz was absent, but Provost Potvin reported that the top candidate for the position has withdrawn. The Provost is considering how to proceed.

Greenwood/Asher has been contracted to assist with searches for deans of Letters and Science, Education, Health and Human Development and the Library. Search committee membership will be announced later this week.

IV. Topics for Discussion:

A. Intellectual Property and Patent Law Issues – Becky Mahurin

Due to a Supreme Court decision involving an intellectual property issue at Stanford University, MSU will be changing the language on intellectual property forms. Dr. Mahurin stressed that neither Board of Regents nor MSU policy is changing. The new language will provide up front clear assignment of intellectual property by using the new phrasing “I hereby assign...” Workshops will be held in April for investigators which will explain the changes and the ramifications. Marvin Lansverk requested that Dr. Mahurin attend a Faculty Senate meeting to discuss this issue.

Dr. Mahurin briefly discussed the America Invents Act (AIA) and recommended that everyone read the Erich Veintenheimer article in *Science* (provided) as a good summary of AIA. There are various issues that will be litigated and are currently in turmoil.

B. President’s and Deans’ List for MSU students taking developmental courses – Bob Hietala

To be eligible for the Deans’ or President’s list, a student is required to enroll in a minimum of 12 credits at 100 level or higher. This practice disadvantages not only Gallatin College Program students, but other students who are taking developmental courses. Suggested options include: 1) allow developmental courses to count (already count for GPA); 2) reduce minimum credits to 10. It was agreed that Faculty Affairs will look into practices at other universities and report back to Deans’ Council.

C. College Access to Course Evaluation Report Software – Ron Larsen

The Academic Technology Advisory Committee (ATAC) has recommended that colleges be allowed access to the course evaluation software for analysis and report preparation. It was suggested that the College of Business be allowed initial access as part of a pilot. Dr. Larsen will check on the limitations of the software. The only identified alternative is to increase staffing in ITC to respond to requests for reports. It may be more efficient to manage at the college level. The College of Business will report back to Deans’ Council on the pilot project.

D. Faculty Course Evaluations Record Retention: Report from Faculty Senate – Marvin Lansverk

Marvin Lansverk reported that following discussion with Faculty Senate, it was agreed that hard copies of course evaluations should be kept for 1.5 years.

E. Finance Minor (College of Business) – Susan Dana

This new minor will not require any new courses or resources. It will serve students by providing a transcribed minor for a specific package of courses. There is adequate capacity in these courses for additional students in these electives. The Academic Affairs Committee of Faculty Senate has reviewed and endorsed the proposal. A motion was made and seconded to recommend approval of a finance minor. The vote was unanimous in favor.

F. Materials Minor (Mechanical/Industrial Engineering) – Robert Marley

This proposed new minor will not require new courses or resources. Students are looking for recognition of the completion of a package of specific coursework (similar to the finance minor). The Academic Affairs Committee of Faculty Senate has reviewed and endorsed the proposal. A motion was made and seconded to recommend approval of a materials minor. The vote was unanimous in favor.

G. Other

A significant enrollment increase is anticipated for Fall 2012. Deans and department heads should plan in advance for increased sections. Approximately 300-500 additional students, including transfers and retained students are expected.

The Registration and Classroom Task Force has been exploring options to increase classroom availability. Tuesday/Thursday scheduling will be changed to 10 minute breaks to increase classroom access. The committee is also exploring night classes. Departments/colleges are asked to assess possible better use of departmentally controlled classrooms.

A note to faculty regarding the market and merit process will be distributed by the end of the week. The merit process will use spring 2011 annual reviews. These increases will be retroactive to October 1, 2011. Recommendations for merit increases will move from department heads to deans, who will make the final decision. Non-tenure track faculty will be eligible for the merit increase. Each college will be provided the number of allowable merit increases within the college. Faculty must be notified of merit increases no later than May 1, 2012.

The Board of Regents (BOR) item to approve MSU's request for increased budget authority was pulled from the March agenda. This request will be resubmitted for consideration at the April BOR conference call.

Next Meeting: Tuesday, April 10, 2012, 1:30 – 3:00 pm (President's Conference Room)