**Deans’ Council**

**Agenda: Friday, January 16, 2015**

**President’s Conference Room**

**1:30 – 3:30 pm**

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| Voting Members | | | | | |
| X | Martha A. Potvin | X | Charles Boyer – COA | X | Helen Melland – CON |
| X | Kenning Arlitsch – Library | X | Brett Gunnink – COE | X | Michael Reidy – Faculty Senate |
| X | Kregg Aytes – JJCBE | X | Robert Hietala – GC | X | Nicol Rae- CLS |
| X | Matthew Caries – VPSS Designee |  | Lynda Ransdell – EHHD | X | Nancy Cornwell – COAA |
| X | Renee Reijo Pera – VPR |  |  |  |  |
|  | Other Members | | | | |
| X | Karlene Hoo – Graduate School | X | Ilse-Mari Lee – Honors College |  | David Singel – Associate Provost |
| X | Ronald Larsen – Associate Provost | X | Martin Teintze – WWAMI | X | Shelly McKamey - MOR |
| X | David Di Maria – Associate Provost |  |  |  |  |
|  | Other Participants in Attendance | | | | |
|  | Megan Bergstedt |  | Chris Fastnow |  | Terry Leist |
|  | Kim Obbink |  | Bob Mokwa |  |  |

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1. **Call to order:** 1:32 pm
2. **Approval of Minutes:** Minutes approved
3. **Topics for Discussion:**
   1. Program Name Change: Bioengineering to Biological Engineering: The program was misnamed when first implemented. There will be no curriculum changes, CIP code or other factors requested. A Level I BOR request will be submitted. Ilse-Mari Lee moved for approval, Nicol Rae seconded. Approved.
   2. Nursing Proposal: ADRN to MN: The intent is to offer a program that will allow Associate Degree Registered Nurses to move on to graduate study through a transition-to-master’s program. Kregg Aytes moved for approval, Bob Hietala, seconded, one opposed. Approved.
   3. Faculty Handbook Amendment Procedures: Policy 100.00 was discussed regarding the procedures for proposing new provisions and amendments to the Faculty handbook through Faculty Senate and /or University Administration. Brett Gunnink moved for approval. Helen Melland seconded. Approved.
   4. Intellectual Property Policy: Policy 400.00 was discussed regarding the ownership, use and copyrighting of intellectual property and/or course materials. Helen Melland moved for approval. Ilse-Mari Lee seconded. Approved.
4. **Information/Announcements**
   1. New Board of Regents Deadlines.
      1. Center designation was also discussed as it pertained to Board of Regents notification. Deans were reminded to approve or designate approval of OSP requests.
      2. Action item: If Center has not been approved, notification to BOR should be sent as soon as possible. It was discussed to consider developing a policy stating that notification may not need to go through CPC and the suggestion was presented to go through Dean’s Council, PEC and Research Council.
   2. Retreat: The Council was asked to begin thinking of the value of the retreat, length and future dates.
5. **Additional Topics**
   1. Faculty Annual Reviews are being reviewed and new forms are being developed. Documents are being prepared for review by Legal Counsel. It was agreed to continue the process from the previous year with the intent to formalize the new system for AY 16.
   2. Faculty review of administrators is on schedule however a 7% participation rate has not been valuable. A new process is being developed that will be presented to faculty senate, not JAGS or Dean’s Council. A process similar to University of Montana is being considered which eliminates several of the review levels, group and individual meetings.

Meeting adjourned at: 3:25 p.m.

**Please Note: Next Meeting: Tuesday, February 10,2015, 1:30-3:30pm; President’s Conference Room**