**Deans Council**

**Agenda: Tuesday, June 9, 2015**

**1:30 – 3:30 pm President’s Conference Room, Montana Hall**

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

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1. **Call to order:** 1:33 pm
2. **Approval of Minutes from April 14, 2015 and May 12, 2015:** Ilse-Mari Lee moved to approved, Nic Rae seconded. Approved.
3. **Topics for Discussion:**
	1. Faculty Handbook Policies (30 minutes)
		1. Faculty Personnel Files: Brett Gunnink moved to approve, Kregg Aytes, seconded. Policy was approved.

1. **Information/Announcements**
2. Institutional Identity: Kenning Arlitsch: Presentation on Knowledge Card feature of Google. MSU Colleges and Centers information was reviewed and most sites were in need of updating or design to enhance web presence. There is a proposal in connection with University Communications and the Colleges to improve the information and semantic identify.
3. Reporting Space Changes and Needs: Victoria Drummond and Matthew Hume: Presentation on the Space Management Policy, Space Management Principles and Process to include a demonstration of the online Space Request/Notification Form. A discussion related to space accountability, stewardship and research space guidelines was undertaken.
4. Proposal for Sustainability Certificate: Ralph Johnson: Presentation of the proposed certificate and a request for any interested Dean that would like to house the program.
5. Committee to determine annual speakers and support: Martha Potvin: Four to five major and several minor speakers will be on campus this year, the idea would be to have a committee to review requests, vetting and set a schedule to be more thoughtful and coordinated in bringing speakers to campus to include student representation. Please nominate faculty.
6. **Additional Topics:**
	1. An announcement regarding the Board of Regents approved $45.00 online fee will be forthcoming.
	2. The Provost has met with the majority of Department Heads in several breakfast and lunch meetings who provided suggestions for retreat topics, vertical communication, and focus areas for the future.
	3. Bus Tour is two weeks from today. The Provost has invited two faculty members to attend. There will be assigned reading about a week before.
	4. Tonight at 7:00 p.m. is the Parent/Faculty Reception at the Stadium Club.

Meeting adjourned at:

**Please Note: Next Meeting July 14, 2015 President’s Conference Room**