**Deans’ Council**

**Agenda: Tuesday, April 12, 2016**

**2:00 – 4:00 pm President’s Conference Room, Montana Hall**

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| Voting Members |
|  | Martha A. Potvin - Provost | x | Charles Boyer – COA  | x | Helen Melland – CON  |
|  | Kenning Arlitsch – Library  | x | Brett Gunnink – COE  | x | Randy Babbitt – Faculty Senate  |
| x | Kregg Aytes – JJCBE  |  | Robert Hietala – GC  | x | Nicol Rae- CLS |
| x | Matthew Caires – VPSS Designee  |  | Alison Harmon - EHHD | x | Bill Shields – 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 |  | Shelly McKamey - MOR |
| x | David Di Maria – Associate Provost | x | David Singel – Associate Provost  |  | Kim Obbink – Extended University |
|  | Other Participants in Attendance |
| x | Michael Babcock | x | Chris Fastnow | x | Megan Bergstedt |
| x | Jeff Bader | x | Korrin Engel | x | Rhonda Russell |
| x | Kellie Peterson |  |  |  |  |

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1. **Call to order: Dr. Ron Larsen called to order at 2:01 pm.**
2. **Approval of Minutes from March 8, 2016: Kregg Aytes moved for approval; Ilse-Mari Lee, seconded; approved**
3. **Topics for Discussion:**
	1. Licensed Additions Counselling Program name change: William Shields moved to approve, Ilse-Mari Lee seconded; approved.
	2. Women’s and Gender Studies Minor name change: William Shields moved to approve, Ilse-Mari Lee seconded; approved.
	3. Northern Plains Transition to Teaching Termination: William Shields moved to approve, Ilse-Mari Lee seconded; 2 abstentions; approved.
	4. MS HHD Moratorium: Randy Babbitt moved to approved, Kregg Aytes seconded; approved.
	5. Individual Interdisciplinary Program: Randy Babbitt moved to approve, William Shields seconded; 3 approved, 3 opposed: Proposal will be returned to Graduate Council.
	6. Promotion and Tenure Faculty Handbook item: After discussion, Deans’ Council will provide additional comments to Drs. Babbitt and Singel.
	7. Optional Graduate Representative Policy: Brett Gunnink moved to support the change, Randy Babbitt seconded; approved.
4. **Information/Announcements:**
	1. New Student Orientation: Korrin Engel and Rhonda Russell discussed changes to the orientation program to improve retention and graduation.
	2. *What a Dean Needs to Know About:* Public Records and Email: Kellie Peterson discussed public documents and the responsibilities associated with these records.
	3. US State Department Diplomacy Lab: The program/process will now run through the Undergraduate Studies Program and more information will be forthcoming.
	4. Academic Program Planning: The new process was outlined. The plan was reviewed
	5. Hiring Plans - Reminder
5. **Additional Topics:**
6. **Adjourned: Adjourned at 4:03 pm**

**Please Note: Next Meeting May 10, 2016, President’s Conference Room**