

Minutes **TO POST**

DEANS COUNCIL (Academic Deans)
Wednesday, November 6th - 3:00 p.m.
President's Conference Room - Blackwell

PRESENT: John Omachonu (Chair), Marie Nicholson, Rick Cary, Joanna Pierce, Donna Parsons, Cathy Adkins, and Deborah Shelton (recorder).

1. Approval of Minutes - *Approved*
2. Dean's Updates
 - a. Donna Parsons, Joanna Pierce, Rick Cary and Cathy Adkins
 - i. Workload, Course release, stipends, etc.
 1. Stipends will not be addressed at this time.
 2. 100% equity will be unrealistic but to be considered. .
 3. Faculty handbook has no information regarding this issue.
 4. Many Program Coordinators, all Department Chairs are program coordinators and several more Program Coordinators in addition to these, .Ex: English Dept. has Program Coordinator for every major.
 5. What counts as a program? Degree or Major?
 6. Outcome is to create framework for general standardized process so it can be applied against defined standards.
 7. Advising is part of responsibilities for faculty that may require some course load releases.
 8. Some course loads are required by accreditation agencies.
 9. Advising is not just building schedules, anything above 20 advisees is hard to manage.
 10. Some Program Coordinators were Department Chairs previously
 11. Assessment requirements may be too time consuming for just Department Chairs.
 12. Some departments have different teaching models which are held to student performance, Ex: Music, Art, and Theatre.
 13. Some departments have equipment and facilities for personnel. Ex: Moore Auditorium, Science Labs.
 14. Marie stated that different loads are already built in for some of these programs.
 15. Cathy provided job descriptions for the positions.
 16. Certain "recruiting" faculty get course releases for recruiting.
 17. Overload issues with course releases.
 18. Discussed salary adjustments vs. stipends
 19. Workload not equitable, Deans should be reviewing.
3. Colleague Updates- Marie Nicholson
 - a. Working with too many variables for Course release.
 - b. IT is having to do more testing with different variables.
 - c. No standardization.
4. Provost Office Updates – John Omachonu
 - a. Goal is to begin the framework around jobs descriptions for Deans, Department Chairs and Program Coordinators across departments in order to develop standards regarding the issue of Course release, workloads and stipends.
 - b. Standardizing will be difficult, but we have no choice. .

- c. The Adjuncts teaching has been reduced from Spring 2019 to Fall 2019.
 - i. **Program Review is coming as seen from the President's email. Data and statistics will determine program vitality and sustenance.**
- 5. Adjourn – Next meeting is Wednesday, November 20th @ 3pm in the President's Conference Room