ACADEMIC ORGANIZATION CORE REVIEW TEAM MEETING
3/18/11
MINUTES

The meeting was called to order at 7:35 am.

In attendance: Marilyn Bejma, Robert Carter, Cheryl Cluchey, Brian Craig, Roger Daugherty, Fritz Erickson, Anne Marie Gillespie, Doug Haneline, Reinhold Hill, Richard Hult, Melinda Isler, Joseph Lipar, Laine Mitchell, Glen Okonoski, Makenzi Peterson, Khagendra Thapa, Nate Tymes and Kim Wilber

Doug thanked Kim for requesting an increase in the size of Lotus Notes accounts for our team members – he has seen the results already.

Melinda Isler has received a request to include the exact wording of comments submitted via email. Can we include them in the meeting minutes as well as in Laine’s spreadsheet?

Brian suggested that a hard copy of all handouts at our meetings be retained in a binder in Academic Affairs, and Kim volunteered to handle this.

Doug confirmed that a review of things as they are now is proving to be a good way to start looking at possible reorganization, and we will continue with our meeting format as is. Brian commented that getting material ahead of time has helped a great deal with time management during our meetings and has contributed to the good dialogue around the presentations.

Ann Marie, Melinda and Cheryl gave quick recaps of their presentations on University College, FLITE, and CPTS, respectively; and they can be contacted for copies of their handouts if needed.

We need to communicate our plans by mid-April to the entire campus community. First week in April, we will make a presentation to Academic Senate. Our goal for the April 2 retreat is to develop our plans to move forward. We will spend the day making sure we are all caught up on group learning, maybe divide into smaller groups and have each team come up with an appropriate response to our mission. The quality of what we do is partially defined by the time we have available. The first half of the day will be spent in small groups and then work as a whole to come away with decided-upon alternatives. Proposals are due by the middle of May.

Rick Hult suggested that members should not be grouped randomly but by their areas of expertise, that the groups be housed in separate rooms, and that there be a set format for the way small groups will present to the whole.

The question was raised as to how we will know what opportunities are out there. By April 2, we will have some idea of what proposals have been presented by each college; and when ideas are presented to the whole group, there will be the expertise of the whole to aid in the discussion.
ALLIED HEALTH SCIENCES OVERVIEW

Roger Daugherty distributed paper copies of the organization chart for AHS and relative statistics from the latest Fact Book. After the associate dean retired, the college elected not to have an associate dean but to reallocate those monies to college programs. These days, however, the feeling is that there is a need for another department head and an associate dean. The School of Nursing has increased its enrollment significantly as of late. All but two programs in AHS are capped by external associations other than HLC. Availability of faculty also factors into caps. Programs that do not have clinical internships are not capped. Two BS degrees do not have accreditation.

Question: What is the difference between department heads and directors?

Roger gave some additional description of the various positions in AHS:

- Department heads are full administrative positions
- Director is 100% administrative duties
- Program Coordinators are 25% release time with teaching responsibilities
  - Program Coordinators have responsibilities for both associate and bachelor degrees
- Internship and Clinical Coordinators have release time
- Associate dean is more operations, day-to-day running of the college

AHS is one of three colleges at our university that has schools. School of Nursing has a director, and the other two have department heads. At this time it may be appropriate for a name change. AHS comes from the ‘60’s.

The college is running incredibly thin; funds are reallocating within the unit, placing an additional burden on the personnel who exist. AHS needs to prepare for how to structure for growth. Enrollment and additional programs have continued to be a problem. In the year 2000, there were 1,000 students enrolled compared to 2,655 in fall 2010. More people in AHS means more in Biology, Chemistry and other related courses. Support is received administratively from CPTS and University College.

Question: Should Health Administration be considered under Management Technology?

ARTS AND SCIENCES OVERVIEW

Reinhold Hill presented the overview of the College of Arts and Sciences. He has forwarded background information earlier to our group.

CAS is a large college that is growing, providing basic sciences to other college programs. Services provided in addition to the academics delivered are shown in a handout from Reinhold, which he elaborated on. The Animal Care Facility services the needs of the entire college. A Torch cartoonist won a Scripps-Howard first place, and the Torch itself won a first place in national competition. MSTC – local ISD provides teachers for the first two years, third- and fourth-year students have dual enrollment. Community Studies Institute has the Outreach programs in Chicago and Detroit.
The dean’s office takes care of dual enrollment on and off-campus and integrated studies for all of campus. The directory is administered by the Coordinator of Integrated Studies. Six department heads are full-time administrators.

Humanities is a big and diverse department. One proposal is to break some things out. School of Communication could oversee Media programs. Pre-op sciences are basic sciences rather than being specific to any one college. Functionally, Humanities operates like a school with departments under it.

Program coordinators have different workload assignments, depending on number of students, number of activities in addition to their teaching, etc. ICT and social work have national accreditation.

Question: Do large departments work?

If the department is good; some are more parochial than others, and may not be as interrelated as others. The entire department does not vote on issues related only to one program. Would there be any benefit to creating a school model similar to what some of the other colleges do, with unique departments developed under a school. It could possibly create some kind of synergy but no real cost savings.

Question: If we move one unit from a program or college, does a reciprocal move have to be made?

This would be more of an alignment issue. Numbers are so large because 99% of students on campus have taken some course(s) in Arts and Sciences.

Question: How does the Honors Program fit in?

It is administratively under the University College but course perspective is Arts and Sciences.

Proposal: Collaboration of our computer science courses.

Comments and proposals received via e-mail had been addressed, if briefly, in Reinhold’s presentation. More consideration will be given to these on Retreat Day. Brian remarked that having any proposals received as a part of the presentation handouts is an excellent addition.

Doug requested any follow-up questions be sent to deans or presenters.

The College of Business and the College of Education and Human Services will be presented at our next meeting.

Next team meeting: Wednesday, March 23, 4:30 – 5:30 p.m. in CSS 302.

Meeting adjourned at 8:59 am.

Submitted by Marilyn Bejma