

ACADEMIC LEADERSHIP COUNCIL

March 3, 2009 MEETING SUMMARY

Attendance: Marc Johnson (Provost)
Heather Hardy (Liberal Arts)
John McDonald (Health Sciences)
Greg Mosier (Business Administration)
John Burton (Cooperative Extension)
Manos Maragakis (Engineering)
Joe Cline (Science)
Bill Sparkman (Education)
Charlene Hart (CABNR)
Janita Jobe (Library/IT)
Marsha Read (VPR)
Elliott Parker (Faculty Senate)
Fred Holman (Extended Studies)
Mike Collopy (Academy for the Environment)
Bruce Shively (PBA)
Bill Cathey (Vice Provost)
Paul Neill (Core Curriculum)

Announcements:

1. Bill Sparkman announced that the future scholars his college has been working with since they were in 6th grade will be at the university in the fall.
2. Marsha Read announced that NSF auditors are currently on campus looking at various issues related to reporting on NSF grants.
3. Bill Cathey explained the purpose of the Nontraditional No More project and efforts to encourage students to return to college and complete their bachelor's degrees. He noted that the university has identified 500 students they are working with for this purpose. Additionally, he reported on the recent changes to refine and streamline the university Courses & Curricula process. The most significant change is the creation of a technical team to assist faculty members who are putting together a proposal with the forms and requirements.
4. John McDonald announced that Dana Loomis in the School of Community Health Sciences has been appointed editor of one of the leading environmental health journals in the world.
5. Joe Cline announced that Liming Zhang in Chemistry has been named an Alfred P. Sloan Research Fellow.
6. Greg Mosier announced that representatives from his college are conducting a transfer night at TMCC. They have also succeeded in having a poster highlighting their college displayed at the Reno/Tahoe Airport near the American Airlines baggage claim area.

Discussion Topics:

Emeritus Applications

The deans were reminded that one requirement of Emeritus appointment was retirement. The definition of how this had been interpreted in the past was shared by Audrey Casey. The provost announced that in the future Emeritus applications should be accompanied by proof of the employee's intent to retire (original or copy of the retirement notice letter).

Student Course Fees

There was a discussion of the process for approval of special course fees this year. The provost announced that special course fee accounts will be examined to ensure (1) that the balances carrying over are no more than 10% of the annual usage in the account; and (2) that there is a separate account for each course. In addition, fee proposals for new or increased fees (even those under \$50) for the 2010-11 academic will be due much earlier to allow for review by a committee consisting of student representatives, faculty, and administrators. The proposals will be due to the provost's office by May 1, 2009. This will allow the summer for review of the proposals by the provosts' office, with the committee review occurring early in the fall semester. Approved proposals over \$50 will then go forward to the system office for incorporation with the other institutions' fee proposals and review by the Board of Regents at its December 2009 meeting. There was a discussion concerning how the fees should be handled and the use of the \$4/credit tech fee.

Advancement Process/Standards for Lecturers

Elliott Parker distributed the current version of the process and standards for advancement in rank for lecturers. He provided background on the need for these and reported that the Faculty Senate had discussed them but not voted on them. He added that the Faculty Senate hopes to have some forums on this with lecturers prior to approval. The members of ALC provided input regarding external reviews and suggested language changes. The proposal will be e-mailed for further comment by the ALC.

Elliott also distributed a list of definitions that would apply to the new bylaws approval process. He also announced that the Faculty Senate could recruit faculty member committee members for college committees through their annual faculty survey process if requested. The deans were asked to let the Faculty Senate office know the name of the committee so that they could include them in this year's survey.

President's Report

President Glick was present and noted that they were continuing to get positive feedback from the legislature on the higher education budget. He thanked the deans for their work with the college advisory committees regarding the budget and noted his office was willing to help with any follow-up if necessary. He also complimented the work being done at the legislature by students and Jim Richardson.

Recruitment Update

Bruce Shively provided updates on the recruitment numbers. He reported that the university has applications from 34 National Merit students, with a few more expected. Nine of these students

have visited campus, one accepted a home visit (and is now coming to campus for a visit), and four of the students have accepted the offer to attend. These students have until May 1 to declare their first institution, and Bruce announced that they expected the designation of the university as a National Merit institution soon. (Note: This was confirmed on March 4, 2009.) It is expected that this increased visibility will result in applications from out-of-state National Merit scholars. Bruce went on to report that the number of admits is pretty much where it was last year but that the number of well-prepared students admitted had increased. He cautioned the deans that they should not forget the importance of getting these students to attend Wolf Pack Advising. Because experience has shown that the university gets a 90 percent return rate on students who come to this event. Bruce reported that each college had been given a list of the students admitted to their college and urged them to have someone from the college contact each one to encourage them to come to Wolf Pack Advising. CABNR, which had great success with this last year, has agreed to provide their script to the other colleges.

Retention Update

Bill Cathey asked the deans to suggest what they need to assist them with retention. Bruce Shively noted that lists of classes with high D/F/W rates were available from Institutional Analysis. Particularly noted was the work to identify students having difficulty in math classes. Bruce will see that any information available will be forwarded to the deans. Paul Neill reported that there was quite a bit of good work going on in Student Success Services related to early warning and providing services to retain students by helping them succeed.

Upon question, Bill Cathey reported on the work being done by the Supplemental Instruction Committee. He noted that the group was looking broadly at the kinds of things available to assist in the academic areas to retain students but that the group is struggling on the lack of data on the effectiveness of these various tools. They are also looking at what is available for the high risk courses. John McDonald reported that one tool his advising people were now using was an on-line calendaring system so that students could schedule their own advising appointments. This reduces frustration and frees up his advisors so that they could spend more time actually meeting with students.

Organizing Competitive Research Projects in Renewable Energy

The provost asked how the university could best organize for ensuring that all the colleges are effectively working together on renewable energy projects. The goal is to be able to respond quickly to the availability of stimulus dollars by having mechanism for bringing faculty together to collaborate or weave their projects together into a program that can be sold. Bill Sparkman reminded the deans that if there are projects that have program evaluation aspects or connections with the schools, there were faculty in his college who could help. John Burton mentioned that UNCE could cooperate on how to apply what they are doing to outreach; John McDonald added that there are faculty in his division who work on environmental health issues that may connect to projects.

After discussion, it was decided that deans would prepare lists of projects with potential that faculty are working on and provide the list to the other deans by the end of the week. Following that, there will be a meeting to determine which faculty to bring together quickly to begin exploring proposals that could be bundled into a powerful program. [Note: This organizational

meeting will be held at 4:30 p.m. on Monday, immediately following the deans' meeting with the provost in the VPR Conference Room, 2nd Floor, Ross Hall.]

Performance Metrics for Strategic Planning

Paul Neill provided each college representative with two lists for looking at research and scholarship and creative productivity of the college. He noted that this information had come from Digital Measures. The first was a list of publications listed by type which were identified by faculty in the college, and the second was a list of sponsoring organizations or sponsored projects identified by faculty in the college. He asked the deans to consult with their chairs and faculty and rate these on a scale from 1 (highest) to 5 (lowest) as to how strongly they distinguish the college and could be a measure of productivity in strategic planning. The deadline for this is March 13.

Paul also distributed an updated metrics card. It was noted that there will be some data added to the card soon and that the card would be reprinted.