

ACADEMIC LEADERSHIP COUNCIL

August 25, 2009, MEETING SUMMARY

Attendance: Marc Johnson (Provost)
Kathy Boardman (Liberal Arts)
Greg Mosier (Business Administration)
John Burton (Cooperative Extension)
John McDonald (Health Sciences)
Jerry Ceppos (Journalism)
Manos Maragakis (Engineering)
Jeff Thompson (Science)
Bill Sparkman (Education)
Ron Pardini (CABNR)
Eric Herzik (Faculty Senate)
Steve Zink (Library/IT)
Marsha Read (VPR)
Fred Holman (Extended Studies)
Bill Cathey (Vice Provost)
Paul Neill (Core Curriculum)
Jannet Vreeland (Vice Provost)
Bruce Shively (PBA)

Discussion Topics:

Career Week

Representatives from Human Resources were present to share their plans for coordinating a Career Week for students in the spring semester. They will be asking for a representative from each college to coordinate activities and asked for ideas of others who should be involved. This event will be held in late February or late March and will include the traditional career fair as well as seminars, workshops, speakers and events for the disciplines. In addition to this event, they are available to attend classes to speak on career preparation topics and are working on an online resume preparation program within WebCT, to include video and a resume preparation tool. It was recommended that the group make sure they communicate well with the external community so that there is no confusion between their work and what the colleges are doing. It was stressed the college efforts and these efforts should be well coordinated.

Affirmative Action Update

Tim McFarling described the changes that had occurred in the Affirmative Action office over the last year. In particular, they are making changes in the annual affirmative action plan format as well as how the plan is communicated and used. The date of the plan is 10/1 – 9/30, with data being cut off on September 30. This year's plan will be prepared by January 1, and colleges will receive a summary of the results and goals. The current plan's goals were shared, and it was noted that the coming year's goals would likely not change much. The overall goal is to get our employee demographics in various disciplines within 80% of the available work force, with one of our biggest challenges being to increase the number of female and minority full professors.

The new format will identify placement goals and provide action plans in the search process for working on those goals. The deans will be asked to be aware of the goals and to step up efforts to try to impact those goals.

In addition to the above changes, HR will ask the appointing authority to be present at the first meeting of a search committee to help identify the search's goals and make affirmative action goals clear as the search begins. In addition, there will be periodic looks at the goals and progress to let us know where we stand. These progress reports will go to the deans.

John McDonald noted that the problem in UNSOM was not in the hiring, but in the promotion and retention of female faculty. There was a discussion.

Steering Committees Update

The provost noted that various steering committees to guide cross-campus fulfillment of the goals of the Institutional Strategic Plan had been formed. At future meetings, the chairs of those committees will be asked to provide an update if there is something to report.

Earmarks Process

The provost described the federal earmarks process for the coming year. The approach this year will be to solicit proposals within the 13 budget areas with a broad focus. Within the next two weeks an RFP will be distributed to the deans for the proposals. It was recommended that the RFP provide guidance on the budget areas and opportunities and the sorts of coalitions that seem to resonate on the federal level. Proposals will likely be due in late November.

UNR/UNLV Equity

Bruce Shively provided background on how this issue arose in the legislative session. He described the issues and stated that this matter will be a likely starting point for discussion as the formula is revisited this year. A set of principles for the discussion has already been prepared. There was a discussion.

H1N1 Planning

Ed Atwell was introduced and shared the things that were being done to communicate information to the university community and prepare for any H1N1 cases. It was announced that Dr. Cheryl Hug English will be our official spokesperson on all flu related issues. Things being done include preparing flu kits for students, providing information for parents, and disseminating prevention information broadly. Plans are also being developed should the university experience large numbers of cases. The deans were encouraged to let their faculty know the importance of flexibility in their class policies should students report they have H1N1.

Cheryl Hug English was also present to provide medical information about H1N1 and to encourage the deans to prepare their faculty for dealing with the issues that will likely arise when students come down with the flu.

Course & Student Fees

Jannet Vreeland announced that new or revised student fee proposals were due to the provost's office by September 11. This year there will be a committee with student representation that will

review all fees proposals. The committee will also look at course fees under \$50 sometime during the spring semester. Existing fees do not need to come to the committee—only new or increased fees. Departments that temporarily suspended a fee and now wish to reinstitute it must also bring their proposal to the committee.

Faculty Role Statements

The provost reported that he was particularly interested in a discussion on the service portion of the faculty role statement. The standard percentage is 20%, though this can be negotiated to a lower or higher percentage depending on the faculty member. The deans were encouraged to make sure that chairs stress to their faculty that service is a paid portion of their salaried work. Chairs should also monitor carefully the service loads of their faculty. The various service responsibilities were listed, and the provost noted that serving as a consultant is not considered service. Following discussion, the provost agreed to put expectations regarding faculty service in writing for dissemination by the deans to faculty.