Deans’ Meeting Agenda NOTEs
October 16, 2013
9-10 am
South Conference Room

ACADEMIC MISSION:
Bemidji State University is an undergraduate institution with specialized and distinct graduate programs where academic content and delivery of that content is grounded in the principles of social justice and democracy.

ACADEMIC CORE VALUES:
1. Creative and critical thinking.
2. Living democratic principles.
3. Inclusion of students, staff, faculty and administrators in all aspects of university life.
4. Highly interactive, relevant and engaging teaching and learning environments.

UPDATES

1. MAP
Updated monthly, get updates to Martin

2. Program Assessment – Patrick
Still a couple of programs needing to submit plans. Deans will follow up with those programs. Meeting Friday 9-11 on liberal ed assessment. Suggestions for keeping programs up to date and utilizing taskstream for efficiencies – continued conversation and suggestions. Bring ideas to next meeting to help reduce the burden, to consolidate, etc.

NEW ITEMS

1. SEMP Task - capacity updates due - reminder - carry over item – Martin
Reminder to get this to Martin so he can pass the numbers along to the group.

2. Managed print services, administrators with printers in their offices
Consolidating printers on campus, starting with administrators. There are processes in place for confidential documents. Requests from faculty for printers purchased with IFO funds will be discouraged. Discussion about when and how printers are taken off line – when printers stop functioning or are no longer needed, in an attempt to reduce fixed costs tied to printers. Is there a phase out process? There is a plan being worked on.

3. New Programs in each college - Deans Share Updates - Martin
Bring new programs to Dean’s council prior to paperwork going through the process for conversation. Leadership minor and certificate is currently in process. Certificates that are “stand alone” programs for financial aid purposes can take some time to get through the process.

4. Paperless
Start moving meetings to paperless; use laptops rather than printing copies. Project agendas and documents during meetings.

5. Confidentiality
Reminder of materials that are considered confidential at meetings.

6. Brainerd / MnSCU Retreat
OK to meet over dinner Thursday evening, Oct 24? Kerry Ross will be in attendance; non-credit policy discussion.

7. Space & Classrooms - Jeanine

Attachment 1
Review utilization of classrooms and size of classes that are in classrooms. Data driven discussion on who and how classes are scheduled into rooms. Faculty may not be aware of options in other buildings. Capacity listed for rooms depends on how the rooms are used. EMS software does have some of these features, but not ready for full use. Need to determine rules for prioritizing classroom use campus wide. Suggest starting with determining the questions that need to be answered and data that would need to be pulled to have an informed conversation at a future meeting.

8. Curriculum Planning - Jeanine

Certificate for camp nurses, developed with assistance from Association for Camp Nurses. Syllabi will be ready by Dec 5; packet will go through curriculum process. Will be a graduate certificate. ACN will promote at conferences; expect cohort of 20 students to begin.

9. Other

Future agenda item – Northwest MN alliance transfer meeting discussion; review process for academic open house; carryforward decisions and priorities;

UPCOMING EVENTS - OCTOBER 2013
10-16-13 - Academic Affairs Brown Bag luncheon - 11 am - noon - Bridgeman Hall 100
10-16-13 - Academic Forum - 3-4:30 pm - Bensen Hall 115 - Deans, Chairs & Directors
10-18-13 - Assessment workshop/meeting - 9-11 am - Hagg-Sauer Hall 100 - Deans, Directors & faculty
10-22-13 - Academic Affairs Council - 2-4 pm - Deputy 301A

SCHEDULED DEANS MEETINGS - SEPTEMBER 2013 - JULY 2014

October 29, 2013
November 5, 2013 - Doug Olney attending on IR
November 12, 2013
November 19, 2013
December 3, 2013 - Doug Olney attending on IR
December 10, 2013
December 17, 2013
December 31, 2013
January 7, 2014 - Doug Olney attending on IR
January 14, 2014
January 21, 2014
February 4, 2014 - Doug Olney attending on IR
February 11, 2014
February 18, 2014
March 4, 2014 - Doug Olney attending on IR
March 11, 2014
March 18, 2014
April 1, 2014 - Doug Olney attending on IR
April 8, 2014
April 15, 2014
April 29, 2014
May 6, 2014 - Doug Olney attending on IR
May 13, 2014
May 20, 2014
June 3, 2014 - Doug Olney attending on IR
June 10, 2014
June 17, 2014
July 1, 2014 - Doug Olney attending on IR
July 8, 2014
July 15, 2014
July 29, 2014