Dean’s Meeting
January 25, 2010

- Week’s Schedule – The Week That Will Be
  - Monday – afternoon – WFTC
  - Tuesday – no Cabinet
  - Wednesday – double booked (Meth event and Financial Aid)
  - Thursday – triple booked – need to realign Direct Report and Molstead Remodel meetings
  - Friday – CAAP In Service Teleconference

- Workload Discussion
  - Suggestions: add adjunct instructors, additional compensation for overloads or for adding students, limit overloads to no more than six credits?
  - More high school instructors to teach dual credit classes in the high school setting
  - More adjuncts puts more pressure on administrative assistants
  - Move classes out to the WFTC

- Sabbatical Applications – status?
  - Committee has been formed – yet to meet

- Graphic Design – need for additional space

- Saturday Classes
  - Suggestion: move all Saturday classes to one building – MHS
    - Library is also an option

- Flexible Learning Center – Faculty Compensation

- NIC and the Community – Pam’s Notes

- Division Chairs – Vacation Requests – March 2010 Deadline for D.C. response/plan

- CdA Tribe – Non-degree seeking students
  - Need to check on the status of the students – did they take the NIC class

- Todd Hall – instruction use of a “community room”
  - Library schedules (Nancy Edwards)
  - Did the Library deny community events because of instruction use?

- Sentinel GIA Request – did Nils get his money?
  - Unknown, contact Nils – VPI budget can cover this request – but not future requests
• Budget – template completion

• Mike – Pharmacy Tech and Medical Assistant Programs and WFTC
  o Need guidelines on which programs should be credit or non-credit
  o Need further discussion on the mission of WFTC and their budget responsibilities

• AKO Abao – Governor visited
  o Site at Riverbend Industrial Park

• Curriculum Council – should VPI attend?
  o Decision: VPI will not attend – Dean will represent the voice of Instruction and bring issues back to the VPI if necessary
  o Should Financial Aid Director attend? Or, work with Deans early in process?
    ▪ Decision: Deans to work with the Director of Financial Aid early in the process to identify potential program development issues

• Load Sheets – forms have gone out to Division Chairs

• Roster Verifications – due this week
  o All faculty to verify (this week) that rosters match attendance records

• Direct Reports Meeting Agenda
  o Workload Discussion
  o Library Director Search Update
  o Spring Semester Start Up Issues

• Division Chair Meeting – February 3rd
  o IVC Issues (Jerry Turner)
  o Classroom Technology (Steve Taylor)
  o Accreditation/SLOA Report (Karen Ruppel)
  o Faculty Stories for Erna
  o CEA Accommodations (Eric Murray and Sharon Daniels)
  o Dual Credit Procedures
  o Saturday Classes
  o Budgets – spend the M & O allocations, template
  o Workload Concerns – Big Topic – Next Meeting

• Personnel Requests to PC
  o Nursing position (SA) approved pending budget clarification – Fall search failed, position to be filled by part-time faculty in Spring 2010, new search pending
  o Social and Behavioral Science positions – requested for tenure-track status (Education and Philosophy) – were put on hold pending anticipated budget cuts
  o CSC – Linda Lemkau replacement – approved by PC
  o eLearning Reclassification
  o Administrative Assistant – Dual Credit (83%) – combined with Registrar’s Office request
- Institutional Effectiveness – institutional researcher
- WFTC Accountant/Assistant – reclassification of Michelle Chestnut’s position
- Library – Temp request Spring/Summer 2010 – part-time to full-time?
- NEW REQUEST: Special Appointment in Computer Science
- Other –
  - Carpentry Apprenticeship – Mike working with Dean Haagenson
  - Special Appointment to Tenure Track – open positions and conduct searches
  - Rural Telecommunications Grant – Panhandle Area Council – several million dollars
    - Need for 110 installers – possible customized training opportunity