

**ACADEMIC COUNCIL**  
**February 6, 2006**  
**Colorado Room, Nielsen Library**  
**4:00-5:30 pm**

**Present:** Dr. Rafe Weston, Dr. Brent Ybarrondo, Dr. Matt Nehring, Dr. Carol Guerrero-Murphy, Dr. Ed Crowther, Dr. Kim Kelso, Dr. Susan Varhely,  
Dr. Barbara Medina, Professor Margaret Doell, Dr. William Lipke, Dr. Vicki Brownrigg, Dr. Frank Novotny

**Absent:** Dr. Michael Martin (excused), Dr. Jeff Geiser

The meeting was convened at 4:05 pm by Dr. Novotny.

**Announcements:**

Professor Doell announced that on-campus assessments will be conducted the week of March 6, 2006; the AP exam for sophomores, NSSE, and Noel-Levitz will be administered. The details have been outlined in an email sent to chairs. Department chairs agreed to follow-up with their faculty to see if anyone would be interested in using class time to administer the assessment. Professor Doell will send a follow-up email.

Dr. Nehring offered to share the template “department chair evaluation of faculty rating” form with department chairs. The template is structured in a fashion that allows the user to click on pertinent boxes to fill in necessary information. Ms. Ravens will electronically mail to all.

**I. Action Items:**

**1. Approval of AC Minutes of Jan. 23, 2006**

The revised program prioritization document served as the minutes for the January 23<sup>rd</sup> meeting of the AC. Dr. Ybarrondo indicated the text in red is additional language added to the document. All chairs acknowledged receipt of the revisions and the document was accepted as the minutes for the January 23<sup>rd</sup> meeting.

**II. Discussion Issues:**

**1. criteria for academic program prioritization**

**a. review/discuss draft program prioritization**

A discussion was held with regard to item #3 distance learning (REAP, off-site programs), and the ASC performance contract, which is always changing. Dr. Novotny will check on the language of the performance contract from the CCHE. It was agreed to change the word “ability” to “provide” under this same item #3, the first bullet.

Dr. Ybarrondo motioned to approve the revised program prioritization document, second by Professor Doell. The vote was unanimous. Dr. Ybarrondo will send the revised final prioritization to Ms. Ravens for distribution to the chairs. Dr. Novotny congratulated the chairs on their efforts.

**b. next steps**

Dr. Novotny said the next step was to discuss how we want to prioritize programs. The discussion began with a concern that we would be pitting department chairs against each others if the chairs were asked to do the prioritizing; the points have been provided and administration needs to prioritize the programs. It is appropriate for the Academic Council to define criteria prioritization, but not prioritize programs. One suggestion was for chairs to apply the program prioritization to their individual programs – develop a matrix to use in the process. In actuality, the priority here is more about if you are a necessary program, not if you are doing things well within your program.

The current RIF policy (adopted in 2003) was discussed briefly. Legally, the college is bound to notify any program of an impending reduction in force. Most of the chairs were in agreement that any decision budgetary in nature affecting programs should be communicated to the Academic Council. It is the resolution of Academic Council that program prioritization shall be performed by academic administrators only (those presently being Dr’s. Novotny and Svaldi). The motion was made by Dr. Ybarrondo, second by Dr. Crowther. The vote was unanimous and there was no further discussion. Dr. Novotny noted that the organization chart reads from left to right in terms of priority, with academics being at the left of the chart. He also stated that Extended Studies are excluded from administrative decisions or discussion with regard to program prioritization.

## **2. academic strategic plan discussion**

The chairs discussed the academic strategic plan draft (version 12/1/05). Mission Statement appears to be more of a vision statement. There is concern that the last sentence indicates "global community". The mission statement is driven by the statutes. The academic strategic plan ends with institutional goal 4?

Chairs involved in putting the draft together indicated not all of the pieces were available at the time the draft was re-worked; there was no clear direction as to what the plan should look like. There is a confusion of strategy and goals. Our academic mission is not tied directly to economic development. Our academics stimulate the economy, not economic development. There are nine academic objectives tied to seven institutional goals. Institutional goal five has no academic objectives listed. Many of the chairs would like to see the bigger picture looked at with regard to the plan. This plan will be used by the provost and associate provost as a planning template and used in resource allocation. Much of the work in the plan has been incorporated into HLC matrices with regards to programs. Student Learning Outcomes are addressed in those matrices and do not need to be included in this plan.

Dr. Novotny will send comments for review to the subcommittee of Dr's. Chilson/Farish/Crowther/Medina. Dr. Crowther will re-work the document and expand the introduction.

## **III. Information Items:**

### **1. update from academic assessment committee**

The committee has not met (Doell, Kelso, Chilson, Crowther). Dr. Kelso asked for a clearer charge for the committee; assessment was an item of concern from the previous accreditation visit ('97). Also, if the proposed academic assessment plan is accepted, can we guarantee its adoption? The committee also would like clarification with regard to an assessment person. If a position is recommended, will this be approved as well? Dr. Novotny strongly supports both requests.

### **2. next meeting is AC Feb. 20<sup>th</sup> Library 302.**

Topics will include looking at the academic strategic plan, the updated academic assessment, and a presentation by Dr. Medina with regard to the CCHE/CDE visit to Teacher Education. The chairs would like to see priority placed on extended studies being discussed in length at the next meeting. Dr. Novotny agreed and indicates the first three items mentioned will be briefly discussed with the remainder of the meeting devoted to a full discussion of extended studies.

### **3. area information items**

Please remind faculty to submit their spring 06 syllabi to Ms. Ravens if they have not done so.

The meeting was adjourned by Dr. Novotny at 5:37 pm.

Respectfully submitted,  
Cheryl A. Ravens  
Office of the Assistant Provost