Deans Council Minutes
May 14, 2013
BA 290

Deans Council Members in Attendance:
- Dr. Gary Peer, Interim Provost and Vice President for Academic Affairs
- Dr. Dan Edelman, Associate Provost and Vice President for Academic Affairs
- Dr. Arlene Horne, Vice Provost for Research and Dean of Graduate Studies
- Dr. Dale Funderburk, Interim Dean, College of Business and Entrepreneurship
- Dr. Sal Attardo, Dean, College of Humanities, Social Sciences and Art
- Dr. Gail Johnson, Interim Dean, College of Science, Engineering and Agriculture
- Dr. Grady Blount, Dean, College of Science, Engineering and Agriculture

Others in Attendance:
- Dr. Marila Palmer, Associate Provost for Institutional Effectiveness and Planning
- Dr. Derald Harp, Chair, SACS Steering Committee and Associate Professor
- Dr. Mary Sampson, Associate Dean, Graduate Studies
- Ms. Cynthia Rhodes, Executive Assistant to the Provost

Minutes recorded by Cynthia Rhodes.

SACS – Dr. Palmer provided the following update regarding SACS activities:
- First drafts submitted by assigned authors: 93%
- Number of Principles that are still under revision by original authors: 10%
- Number of Principles reviewed to date by Dr. Harp (1st review): 81%
- Number of Principles reviewed to date by Dr. Palmer (2nd review): 27%
- Number of Principles migrated to Xitracs with document count: 18%
- Number of Principles completed and ready for the final edit in Xitracs: 3%
- Update on the faculty credential project 79% complete—594 out of 751 faculty members and 26 out of 32 departments

QEP - Dr. Harp informed the council that Drs. Fox and Gibson have made several recent QEP presentations on campus including to Dr. James Hallmark, Vice Chancellor for Academic Affairs; Budget Users Group (BUG); and Graduate Research Symposium. The QEP budget is currently under review. A list of immediate budgetary needs has been approved (i.e. technology component, graduate assistant position). The general budget will be approximately 2 million over a five year period, though there will likely be some minor reductions before final approval, which is expected in the very near future. It is anticipated that the first QEP document will be completed in mid to late summer 2013.

ACCREDITATIONS – The Registrar’s Office forwarded Dr. Palmer a copy of the catalog section pertaining to accreditations and asked that Academic Affairs review the list for accuracy. The Registrar’s Office would like any needed updates no later than May 15 but will probably provide an extension if necessary. Dr. Palmer shared a copy of the revisions her office developed for SACS and program accreditations. Deans were asked to review the “Professional Associations and Membership” section for accuracy. During discussion, the deans identified a few changes needed under both the “Program Accreditations” and retitled “Professional Associations, Memberships, and Licensing Agencies” sections. The Provost asked deans to review and let Dr. Palmer know of any additional changes.
INDIRECT COST DISTRIBUTION (IDC) – Dr. Horne presented a draft procedure regarding indirect costs which is generated from research and sponsored program grants/contracts. The purpose of IDC is to enhance research and productivity. Dr. Horne explained that Principal Investigators (PI) cannot pay for administrative costs from their grants, however, IDC can provide for this need.

If approved, the proposed procedure would be retroactive and would apply to all research and sponsored programs awarded after September 1, 2012. Included in the document is a change in the IDC rate distribution. The current distribution percentage as well as the proposed distribution percentage is shown below:

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<thead>
<tr>
<th>CURRENT DISTRIBUTION</th>
<th>PROPOSED DISTRIBUTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>University General Revenue</td>
<td>15%</td>
</tr>
<tr>
<td>Principal Investigator(s)</td>
<td>25%</td>
</tr>
<tr>
<td>Division of Principal Investigator(s)</td>
<td>15%</td>
</tr>
<tr>
<td>Graduate Studies &amp; Research</td>
<td>25%</td>
</tr>
<tr>
<td>Department of Principal Investigator</td>
<td>20%</td>
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In the proposed distribution, the Provost would no longer receive an allocation. The provost stated he felt the Colleges and Office of Sponsored Programs could make better use of the funds whereby expenditures would be more efficient and effective.

Dr. Horne explained that with the increased allocation, the Office of Research and Sponsored Programs would be in a better position to assist with research needs such as 1) start-up costs; 2) release time; and, 3) needed funding for grants between grant terminations, renewals and/or new awards.

The deans asked Dr. Horne to revise the proposed wording “In addition, reallotted F&A costs must be expended within one year from allocation unless approved by the VPR” in order to clarify this would only apply to Principals Investigators (PI) and not colleges.

Discussion was held concerning where the residual from PI’s unexpended balances would be appropriated. Dr. Horne stated the Council might want to look at the residual balances and determine how to distribute the residual funds. She suggested the unused funds be swept and reassigned to either the colleges or to the Office of Research and Sponsored Programs. Dr. Attardo suggested prior to voting on the proposal, he would like to see figures regarding last year’s amount. Dr. Horne agreed to provide the requested information to the council members.

Action: Deans’ council members were asked to vote electronically and notify Dr. Peer if they approved the proposed document. This topic will be placed on the next Deans’ council agenda on May 28th for discussion.

ATHLETICS – Dr. Edelman announced that the university was planning to organize a female softball team. A public press release will be issued later in the week.

NEW FACULTY LINES – According to Dr. Edelman there may be additional funds for new faculty lines for FY 2014.

Action: Deans were asked to provide Dr. Edelman with a list of at least 5 rank ordered faculty positions in their college and include the department, rank, discipline, and the salary along with justification for each position.
**COMPUTER LABS** - Academic Affairs is working with Tim Murphy, Institutional Technology (IT). Computer labs will be completed by fall 2013. Later this week, Dr. Edelman is scheduled to provide the president with an update regarding the status of the computer labs.

**2ND YEAR FACULTY VOTES** – Dr. Blount recommended the university proposed a policy that tenured departmental faculty on leave. Deans Council discussed performance, publications and research activities for faculty going into their 2nd year of employment at the university. Voting was completed for these individuals.

**3RD YEAR FACULTY VOTES** - Deans Council discussed performance, publications and research activities for faculty going into their 3rd year of employment at the university. Voting was completed for these individuals.