

Deans' Council Minutes March 10, 2004

Present: Thad Anglin, Mary Hendrix, Hal Langford, Finnie Murray, Ed Seifert, Joe Webber, and Joyce Scott

Guests: Paige Bussell, Lisa Robinson and Louise Skinner **Absent:** Elton Stetson

1. **Approval of Curriculum Changes** – Deans' Council completed review and made recommendations to the Provost.
2. **Review of Procedure A11.29 Satisfactory Academic Progress (SAP)** – Procedure outlines the SAP standards for students who receive federal student aid. Thad Anglin reported a task force has been implemented to make the financial aid process more student friendly, deal with compliance issues, clarify the appeal process, etc. Recommendations were made from the Standard of Excellence Review Team. There was discussion on clarifying the wording under Grade Point Average; *an undergraduate student who has attempted more than sixty semester hours with a cumulative GPA of 1.67 will not be eligible for financial aid.* A motion was made to revise the procedure and passed unanimously. **ACTION:** Identify changes before procedure is reviewed by the President.
3. **Business and Technology Proposal: Allow applicants to the MBA program to use either GRE or GMAT scores for admission purposes** – A motion to approve passed unanimously.
4. **HEF Allocations for FY05** – The deans reviewed approved allocations for FY05
5. **FY05 Budget Planning** – Provost reported the system will not release budget information until April 15. The institution will receive a flat budget with a possible 3% salary increase, to be held up until Fall student enrollment is known.
6. **Enrollment Management Plan** – Thad Anglin reported he has been working with Dave Meabon. This plan will allow us to use need-based and merit-based aid more effectively to leverage enrollment and retention. Identified 14 goals and strategies. Currently working on an action plan. The ground work has been laid for a Financial Aid Matrix Model. Working closely with Institutional Research. Plan will improve accountability of staff, will improve overall quality of our students and will help us improve our retention rate. **ACTION:** Share draft of goals with deans.
7. **Freshman Success Seminar** – Mary Hendrix reported we are estimating 1,000 new freshman for fall so 40 new sections would be needed to accommodate those students. Formula funding is received. **Question** – What does FSS accomplish? Data is needed to see if retention is affected by FSS. Before considering requiring FSS for all students, we need more information.
8. **Four-Year Academic Plan** – Mary Hendrix discussed suggested strategies for improving academic advisement services. A working group has recommended providing students with academic plans indicating a suggested sequence of courses necessary to graduate in four years. State financial incentives are available to students and their families if students are able to complete their degree in four years. Students will be provided paper copies at orientation and a website will be made available to assist students. An example of the type of website that will be made available to students is located at: <http://em.csuchico.edu/aap/ProgramSearch/>
Deans' Council unanimously approved the concept of providing students with four-year academic plans.

Announcements:

1. Provost reported the Deans' Council needs to review the Academic Calendar. **ACTION:** Send the Academic Calendar electronically to the deans.
2. Hal Langford reported, in the near future, he will bring information to the Deans' Council on the Texas Strategic Planning Academy.
3. Hal Langford reported our catalogs need revising. The College of Business and Technology has cut 30% of their information in the Graduate Catalog, most of the information was repetitive. We need to make the catalog more user friendly.