



**School of Human Sciences
Program Coordinators Meeting
January 13, 2009, 12:30-1:45 pm
Gunter 1290**

Present: Susan Collins, Jamie Erskine, Diane Gaede, Ellen Gregg, Julie Hanks, Joe Ososkie, Philip Reichel, Jenny Weber

Absent: Deborah Givray

1. Welcome and Kudos

- Juliet Fried received the NHS Graduate Faculty Research Mentor of the Year Award and has been invited to speak at the NHS Research Celebration. Her award will be announced at the NHS College Meeting on January 29. Faculty are encouraged to share their congratulations and support.
- Janice Riegel was selected as the NHS Administrative Assistant of the Year. Her award will be announced at the NHS College Meeting on January 29. Faculty are encouraged to attend.
- In FY08, NHS received 1.5M to fund grant and research activities. This represents 22% of the total amount awarded to UNC. In FY09 to date, NHS has received 10.5M, 76% of the total to UNC. This includes the full TACE grant.
- During the first half of FY08 (July-December), there were \$177,486 in gifts to NHS. This year so far, \$835,336 has been donated to NHS. A pat on the back goes to Nick Lobejko whose high expectations have paid off. Nick wants to express appreciation to faculty who participated in the bridge program. Nick projects the total gifts to NHS in FY09 will be in the 1M range.
- Diane Gaede recently attended the 5th International Conference on Environmental, Cultural, Economic and Social Sustainability at the University of Technology in Mauritius, funded by the Provost's Fund for Faculty Scholarship and Professional Development. She reported that it was a very good conference. The Recreation and Tourism program plans to revise their findings as a result of the frameworks Diane is now acquainted with.
- Julie Hanks announced that Don Finan joined UNC on January 5. Don is the new speech scientist and comes to us from CU with years of experience and many teaching awards. He is a great addition to the ASLS program.

2. Minutes from 11/12/08 & 12/3/08 Approved

- Janice emailed minutes from 11/12/08 and 12/3/08 to program coordinators on 12/19/08. No revisions were requested. The approved minutes are now accessible at <http://www.unco.edu/nhs/humansci/resources.html>.

3. Student Recognition/Awards (handouts provided)

- Selections for the Undergraduate Academic Scholar Awards are due to Ann Bentz by Tuesday, January 20. Each program may select 4-6 students. It is important to provide a local mailing address on the student information form. Route forms through Ellen for her signature. Faculty members are invited to present the awards to their students. Ellen will present in the event

program faculty are not available. PCs should email Ann the name(s) of their presenter(s), copy to Ellen, by March 3.

- 4th Annual NHS Student Research Celebration – This is a showcase event for our students. SHS has four slots available for the poster presentation in the Fireside Lounge at the University Center prior to the banquet. Faculty mentors who are working with undergraduate or graduate students on active research projects may encourage those students to submit an abstract to Ellen Gregg by January 29. Ellen will review submitted abstracts and forward four finalists to the Dean's Office. If your program has a student who is accepted, the foundation account would be an appropriate fund to use to pay for the student's dinner. In addition, the School may nominate one undergraduate and one graduate student to speak during the banquet. Submit student names and contact information to Ellen by January 29. Student speakers will then audition before the NHS Awards Committee.

4. Budget Information (handouts provided)

- Midyear Operating Budget Updates – Each program has an individual operating budget with the exception of Gerontology, Human Rehabilitative Services, and Recreation and Tourism which are combined in the Human Services budget. Linda is tracking expenditures separately for these programs and can meet with each area.
- **University Budget**
 - Ellen discussed retention rates and Fall 2009 admissions. There seems to be an increase in retention. For Fall 2009 recruitment, there have been 2,876 applications to date, with only 159 denials, so quality issues continue to exist.
 - Ellen noted in Governor Ritter's State of the State Address, there's almost no mention of higher education. Budget cuts of 10% seem to be projected for next year with a tiered approach, 2.5% initially, then 7.5% additional increase if necessary. There are widely disparate estimates of what the deficit will be (according to newspapers). K12 and Medicare/Medicaid is protected. Non-protected areas will likely face larger than 10% cuts. The Governor has discussed 3 steps to address the deficit - take back any available cash, look at state reserves, and cut state overhead. The Governor plans to give recommendation on this year's budget on January 15, with plans for FY10 on January 20.
 - UNC gets 44M from state, so our cut would be 4.4M. 80% of UNC budget is personnel, 95% of college budget is personnel. University presidents are talking about having their own control over tuition – this is an acknowledgement that we are not getting adequate funding from the state.
 - The Provost advised Deans that current roll-forward savings and cash reserves as one time funding sources will probably get us through FY09. The Dean has shared her perspective with the Provost that profits from OES programs should be allocated using the model that has been used over the past five years.
 - Items that will be carefully reviewed and must be well justified include faculty overloads and in-load reassignments (program coordination, lab coordination, research reassigned time). Details related to program coordination responsibilities will be important to have.
 - The Provost wants to protect hiring and sabbatical leaves. UNC tuition and fees are likely to be separated. Consideration of program and course fees is back on the table, along with differential tuition.
 - UNC is looking at strategic investments in academic programs with revenue potential.
 - Discussion items included: timeline for offering lower enrolled elective courses, close campus over spring break and winter break, cost versus quality of interim session courses,

differential tuition may be appropriate for some programs, protect junior/senior level class sizes, protect clinic coordinators.

- Faculty are encouraged to share other ideas with Ellen relative to items to protect versus items to modify. Ellen will provide budget updates as available.

5. Foundation Scholarships Timeline (handout provided)

- Offering scholarships is an issue of recruitment and retention. When foundation scholarship notices come out in early June, this is too late and does not allow for timely recruitment. By this time, new students have selected a school and continuing students have made the decision whether or not to return to UNC. Faculty discussed what would be a more appropriate timeline. Packets should be sent out to the programs in mid-March, so that award notices can be distributed to students before they leave campus at the end of spring. Ellen has the approval of the program coordinators to let Nick know the current timelines do not support recruitment and retention efforts.

6. M. Lucille Harrison Award

- Please review the M. Lucille Harrison Award at <http://www.unco.edu/provost/lucilleaward.htm>. Ellen asked program coordinators to put forward those you are proud of.

7. MCB Intercollegiate Options

- Tabled until next meeting.

8. Announcements/Points of Information (handouts provided)

- Colorado Health Foundation – Supports programs in our area. Contact Allie Steg-Haskett for further information.
- College Advisory Board
- 60+60 Transfer Guides – Last updated five years ago. For transfers coming in, it is a commitment that if they've completed 60 hours at a community college, they can finish up at UNC in 60 hours. Ellen will send the 60+60 transfer guide to each program for review.
- UNC Aims Collaboration – tabled until next meeting.
- Addition to "Steps for Proposal Development" – A statement related to collaborative projects with other institutions has been added. Please share with faculty.
- 1st year faculty reappointments – The Dean endorsed those that went forward from SHS. Those individuals will be formally notified next week.

9. Next Meeting

- Tuesday, January 27, 12:30-1:45 pm, Gunter 1290

Upcoming Dates:

January 15: Final annual program reviews due to the Dean

January 15: Promotion, Tenure, & Post-tenure Review materials to Ellen

January 20: Academic Scholar Award nominees and speaker nominations due to Dean's office

January 29: Nominations for Student Research Celebration posters and speakers (UG & G) due to Ellen

January 29: NHS College-Wide Meeting, 3:00-4:30, Ross 1010

January 30: Emeritus Faculty nominations due to Dean

- January 30: Final 5-year Program Reviews due to Dean
- February 2: Pre-tenure review materials to Ellen
- February 4: Nominations for Student Research Celebration posters and speakers (UG & G) due to the Dean
- February 11: All School Meeting with Provost, 3:30-5:00, Gunter 2530
- February 16: Annual Evaluations due to Ellen
- February 17: NHS Leadership Team Retreat, 8:00-12:00
- February 23-24: ASLS Site Visit (CAA-ASHA)
- March 1: Annual Evaluations due to the Dean
- March 1: Honored Alumni nomination packets due to Foundation
<http://www.uncalumni.org/AwardsScholarships/Nominate.asp>
- March 2: M. Lucille Harrison Award nominations due
- March 2-3: Community Health site visit (CEPH)

Minutes by Janice Riegel