



**School of Human Sciences  
Program Coordinators Meeting  
February 17, 2009, 12:30-1:45 pm  
Gunter 1290**

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

**1. Academic Scholar Awards**

- Ellen distributed the Academic Scholar Award certificates to each program coordinator for signature. Please check spelling on the student names.
- Please let Ann Bentz know if you will be in attendance at the awards.

**2. Budget**

- Ellen is still waiting to receive instruction on the FY10 budget process.
- The Deans are scheduled to meet with the Provost for budget presentations next Monday and Wednesday.
- Ellen has the form to use for equipment requests. If not already done, submit requests to Ellen as soon as possible.
- Ellen will need course fee requests by Friday. For FY10, requests can only be based on consumable supplies, not for equipment maintenance, and must be justified.
- For differential tuition requests, high cost and high demand justifications will be considered. Ellen recommended that programs research their competition to be aligned with peer institutions in the region. Programs should not be underpriced, no stepwise implementation, state what you want the rate to be from the beginning.

**3. Academic Restructuring (handout)**

- Academic restructuring was discussed at the Leadership Team meeting this morning.
- Ellen reviewed the memo from the Provost. The restructuring process must be conclusive, transparent, and allow faculty input. Final decisions will be made by the Provost.
- There will be multiple levels of review; recommendations for restructuring should not be school or program centric. The concept of enhance, maintain, or get rid of from charting the future is not part of this process.
- An NHS working group that will include representatives from the college faculty and administrations will be formed. This group will be charged with putting together a draft document outlining definitions and procedures for review of proposals. Denise wants to make sure there is careful consideration of input from everyone who wishes to give it. Ellen urged faculty to participate in this process.
- Items to be defined include what a school is, what a department is, what school director is, what a department head is, and what are the roles and responsibilities of these positions. Qualitative components in addition to numbers will be considered when defining a department or school.

- The timeline is relatively short. Policies/procedures should be finalized by May 1, 2009, with an optimum implementation date set at July 1, 2010.
- Ellen will update the school as she knows more.

#### **4. Senate Update from Jamie Erskine**

- The Senate is collecting data on the plus/minus grading effects from this past semester. Kim Black will have a report out soon. Students are finding that plus/minus grading lowers GPAs.
- The tuition flexibility motion proposes that the State of Colorado no longer has as much control over tuition rates.
- Enrollment figures are up.
- Effective May 1, Athletics is moving into Bishop Lehr while Butler Hancock is remodeled. Project should last 12-18 months.

#### **5. Faculty Reappointments**

- 2<sup>nd</sup> year reappointments for 4<sup>th</sup> year, 3<sup>rd</sup> year reappointments for 5<sup>th</sup> year.
- Will be a vote of tenure and tenure-track faculty.
- Alena Clark, Deborah Givray, James Gould and Mark Guiberson are up for 4<sup>th</sup> year.
- Tina Stody is up for 5<sup>th</sup> year.
- Ellen will provide the forms.
- Term reappointments are due March 1 – Ellen will include a sentence in the annual evaluation to this effect.

#### **6. Next Meeting**

- Tuesday, March 10, 12:30-1:45 pm, Gunter 1290

Minutes by Janice Riegel