



Meeting Minutes

October 31, 2012 – separate notes

November 1, 2012

November 2, 2012

November 5, 2012 – 8a

November 5, 2012 – 4p

November 7, 2012

November 14, 2012

Library Conference Room

2:30pm

Type of Meeting: Academic Council

Members: Greg Kegel, Randy Bachmeier, Larry Strizich, Lanny Wilke, Christine Cremean, Norton Pease, Darlene Bricker, Jay Howland, Rosalyn Templeton

Minutes: Debra Bradley/Chris Bond

1. Call to order
2. Scoring Rubric – Group 1 - Centrality
 - a. Motion, second, discussion to move section B – Relationship to areas of academic excellence to Group 5.
 - b. Motion, second, discussion to remove section C – a program of this kind should be present in every regional university
 - c. Motion, second and discussion to remove Pacific Northwest and change it to bordering states on section E
 - d. Group 3 – Demand – External was given a different weight measure from 1 to 1.5
 - e. Group 3 – Demand – Internal was given a different weight measure from 1.5 to 1
3. Scoring Rubric - Group 2 – Productivity

- a. Is on hold until Rosalyn can talk to Lindsey Brown about some of the areas and how to get the information.
- 4. Scoring Rubric – Group 3 - Demand –External
 - a. Area 1 – websites to help out getting the information
 - i. Occupational Out
 - ii. US Department of Labor
 - iii. MT Department of Labor
 - iv. MSUN Placement Stats
 - b. Area 4 - is added to the section
 - i. “Projects % of online vs on – the ground enrollment FTE
- 5. Scoring Rubric – Group 4 – Demand – Internal
 - a. How to measure student demand
- 6. Scoring Rubric – Group 5 – Quality
 - a. Area 1 – Help your reputation but not an indicator of reputation
 - b. Area 3 – motion, second, discussion to omit “Comparison with Peers”
- 7. Scoring Rubric – Group 6 – Size
 - a. **No changes needed**
- 8. Scoring Rubric – Group 7 – Cost Effectiveness
 - a. Area 1 – motion, second, discussion to omit “Operational to comparable institutions.
 - b. Area 2 – Efficiency
 - i. Formula for this is
 - 1. Faculty salary divided Student FTE
 - c. Area 3 – Investment in Facilities and Equipment
 - i. Operating Budget
 - ii. Faculty Planning Committee
 - iii. Est. cost to grow, maintain, integrate or reduce program
 - d. Area 4 – Potential Economics of scale, portioned of administration to total cost
 - i. Personnel cost to grow, maintain, integrate, reduce the program
 - e. Area 5 – motion, second and discussion to omit “Self sustaining
 - f. Area 6 – Revenue Generated Activities
 - i. Explain IE Grants
 - ii. Donated materials
 - iii. Private Sectors
 - iv. Number of Waivers
- 9. Scoring Rubric – Group 2 – Productivity
 - a. Rosalyn Templeton was able to talk to Lindsey Brown about this section
 - b. Area 1 – Credit Hours
 - i. 2 years of data
 - ii. Program or faculty – more information is needed from Lindsey
 - c. Area 2 – Degrees Grants
 - i. Average past 2 years
 - 1. Lindsey can get this information

- d. Area 3 – Student Retention
 - i. Freshman Fall to Spring
 - ii. Freshman to Sophomore
 - iii. Degree to completion
 - 1. Lindsey needed more information
 - iv. Majors Graduated in 4,5 and 6 years
 - e. Area 4 Time To Degree
 - i. Past two years
 - ii. Motion, second and discussion of adding extra years
 - 1. 2 through 6 years of information is needed
 - f. Area 5 – Number of Minors
 - i. # of majors/minors
 - ii. # of majors being taught by faculty
 - g. Area 6 - Number of Enrollments
 - i. Lindsey can get the Student FTE
 - h. Area 7 – motion, second and discussion to omit “Ratio of credit hours offered to major/minors
 - i. All approved
 - ii. Norton Pease disapproved
 - i. Area 8 – Other
 - i. Influencing Productivity
10. Scoring Rubric – Section 5 – Quality
- a. Area 7 – Other Factors
 - i. Professional Development
 - ii. Training
 - iii. Maintaining Certificates
11. Rosalyn and Christine to meet to go over Area 2 – Productivity
- a. Took some doing but now they want the Committee to help with the end results.
 - b. Overall Recommendation
 - i. Box for Grow
 - ii. Box for Maintain
 - iii. Box for Integrate/Reduce
 - iv. Box for Phase Out
 - c. Also a box area for Comments so that the instructors can explain why they chose the score they came up with.
12. Rubric and Template to go public as soon as possible
13. Christine asked the Committee to help her with this list that she presented
- a. It was decided to do her list as teams that way she would know who is working on what section.
14. Different Rubric is going to be needed for Gen Ed
- a. Productivity
 - i. Credit Hours Taught

- ii. Number of enrollment
- iii. Successful Completion
- iv. Course Rotations
- v. Go back 2 years for Information
- vi. 1 page spreadsheet
- vii. List other factors
 - 1. Factors that may enhance/hinder the program

15. Meeting adjourned