

**AGENDA**  
**Council of Deans**  
**August 31, 2011**  
**CCR**  
**Meeting Time: 10:00 - 12:00**

**1. Announcements**

- a. Vacation accruals

**2. Topic:** Center for Excellence in Learning and Teaching: Functions, Relationships, Personnel

**Attachment:** None

**Background:** The Center for Excellence in Learning and Teaching was established three years ago, bringing together personnel charged with faculty development and training, instructional design and technology, and learning assessment. Jená directed the Center for its first two years, until Sonya Hildreth began the new position of Director of Learning Assessment and Director of the Center last August. She is retiring effective August 31. While presenting us with challenges, this vacancy in the Director position also presents us with an opportunity to rethink how to proceed with CELT functions and staffing. Please review the attached inventory developed by Sonya, Anna, Colleen, and Jená, with the guidance of a brief report prepared by CELT staff.

**Action:** Discuss the relative priority of the functions and unmet needs, identify options for effectively addressing those functions and needs, and determine next actions for selecting and implementing the best option.

**3. Topic:** Inclusive academic success

**Attachment:** None

**Background:** I would like to have a discussion about how to determine, track, coordinate and assess the various initiatives in the division related to inclusive academic success.

**Action:** Discussion and advice on how to accomplish this goal.

**4. Topic:** Deans and Associate Deans attendance at monthly Chair meetings

**Attachment:** None

**Background:** I meet with the department chairs each month without the deans. This was an arrangement I inherited. We had an initial discussion at the retreat about inviting the deans and associate deans to this meeting.

**Action:** Discuss the pros and cons of this and advise me on how to proceed.

**5. Topic:** Departmental Participation in Assessment

**Attachment:** Report by Sonya Hildreth

**Background:** As you can see from the report there are a number of academic departments not participating in assessing student-learning outcomes. Five departments did not produce any assessment reports for 09/10. It's not clear from the report if these departments had assessment plans for 09/10. Nine departments did not turn in assessment plans for 10/11.

**Action:** Discuss and advise on what action to take to motivate departments to participate.