

AGENDA
Council of Deans
September 14, 2011
CCR
Meeting Time: 10:00 - 12:00

1. Announcements

- a. Educational Advisory Board – HSU Library visit and presentation / Teresa Grenot

2. Topic: HOP / V.P. Blake and Scott Haag

Attachment: None

Background: Discussion related to HOP

Action: Advice and input on proposed changes

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: Faculty Absence Reporting

Attachment: None

Background: A chair recently asked Colleen about practices/policies regarding the use of faculty personal holidays and how faculty absences from classes should be recorded depending on several scenarios. There may be conflicting practices across departments and colleges on how faculty absences are recorded.

Action: Review contract language and college practices. Discussion and feedback on a recommended best practice.

5. Topic: Improving compliance with the textbook ordering procedure

Attachment: Improving compliance in text ordering; Textbook policy implementation

Background: Problems to be addressed (besides getting orders turned in on time):

1. Instructors who won't use the selected text or will use it only very minimally
2. Instructors who change their minds about using a text once it's been ordered
3. Bookstore is reluctant to turn away orders even if (especially if) they are very late

Action: Discussion and feedback on improving compliance with the textbook ordering procedure.