**AGENDA**

**Council of Deans & Directors**

**August 29, 2012**

**Corbett Conference Room (SH222)**

**Meeting Time: 10:00 – 12:00**

1. **Announcements**
2. **Topic:** Organizing and prioritizing divisional governance meetings for the semester

**Time: (**10:00-11:00)

**Attachment:** <http://www.humboldt.edu/aavp/council-of-deans>

**Participants:** Provost and his direct reports

**Background:** We are going to hold a meeting of Deans and Directors (my direct reports) on the fourth Wednesday of each month. The other Wednesdays are going to be set aside for working-group meetings focused on developing strategies to discuss, coordinate and resolve specific issues. Who comes to those meetings will be determined by topic. This meeting is to discuss and decide on a process for determining the topics of the working-group meetings. Topics need not involve all units in the division but they should involve several.

**Action:** Discuss and advise me on how we should organize and prioritize our general meetings.

1. **Topic:** Lynda Software Training purchase

**Time:** (11:00-11:15)

**Attachment:**

**Participants:** All direct reports and anyone else interested.

**Background:** Lynda is an online software training company that has tutorials on a wide variety of subjects and products. My understanding is that Northridge has used this vendor effectivelyto help students master applications necessary for the classroom, reduce time faculty spend teaching software in the classroom, train faculty and staff, etc. We can get a discounted membership covering all faculty, staff and students but need to decide soon. Anna will provide a brief demo and then I need advice on whether or not this is something we should pursue.

**Action:** Discuss the product and if desirable how it might be funded.

1. **Topic:** Providing more analysis and direction in the PREP process regarding student success

**Time:** (11:15-12:00)

**Attachment:** None

**Participants:** Provost,Vice Provost, College Deans and Associate Deans, Director OIRP, Director ODI, Director of Educational Effectiveness and other interested parties

**Background:** Currently, academic programs are provided with data from OIRP but not with any analysis. Departments are asked to “comment on trends and anomalies in the data” under Section II but are not asked to draw conclusions or develop action plans based on the data. In Section IV, on the achievement gap, departments are asked to develop plans but it is a fairly open-ended process. The question is whether or not departments should be provided with an analysis of the data that focuses on broad student success goals such as pass rates in courses, progress in the major and graduation rates. Are there other areas of analysis? Should departments be asked to develop action plans and should these plans be more or less regulated?

**Action:** Discuss and reach a conclusion on how we are going to proceed.