

Deans Council
March 22, 2023

1. **Code of Conduct Policy**

Andrew Dies

Andrew Dies has been converting the Student Code of Conduct Policy to the UT System format Handbook of Procedures (HOP) and has met with deans, chairs and faculty senate. Several requests for changes have been made to the original draft, and AD came to discuss/explain these to the deans. The Dean of Students will be over this HOP as far as keeping records and organizing review panels however, it was agreed we would keep the same format as our current Grievance Panel/Discrimination Board of three faculty per college, as needed. The named faculty members will be required to attend necessary training.

AD will provide the deans with a flow chart explaining the procedure, he will establish a format for what information is provided to the deans at the front end/conclusion of any appeal.

After amendments were made the policy was sent for final approval to the deans via email. All deans approved the changes, the policy will be submitted to the system office, via Damon by April 1.

2. **Update on HEF and Summer**

Alisha Collin

Alisha advised the deans of a change to the HEF deadline, all requisitions must be entered and approved by April 20. If we do not have the money encumbered, we lose it. Alisha will be checking weekly and sending updates to the deans.

Dr. Wurtz stated that Cleo House had already submitted his requisitions and they have been held up in Accounts Payable for two months, Alisha will follow up.

The HEF eligible amount per unit has now been lowered to \$1,000 (previously \$5,000) and \$500 for musical instruments.

We are looking at how to process summer payroll, which will be different this year as each college already have the funds. Dates will be confirmed as soon as possible, Alisha stated that if we are changing the summer pay scale we need to finalize that soon.

3. **STARs (Science and Technology Acquisition and Retention Program)**

Lorenzo Smith

Dr. Smith confirmed he spoke with Archie Holmes from UTS regarding these funds. He confirmed we can use these funds to make offers to prospective faculty. Although they will have to "apply for the funds" they will not be denied, this is strictly in order to keep track. Total available \$800,000. Dr. Smith suggested the deans pre-apply for a lump sum of money for their college, allowing them to distribute to potential faculty members as needed. Any questions/comments should be sent to Dr. Jerez.

4. **SFR Roundtable Discussions**

Deans

Last year UBC's number one priority was a salary increase of 6%, which we received. That remains the number one priority for the university. Equitable salaries strengthen our faculty

and staff force, which in-turn impact the students.

If we receive the exceptional item of \$11m for the biennium for salaries it will allow us to make our salaries more equitable. Academic Affairs still need an influx of permanent funding for potential programs, advising, signature learning experiences including graduate assistantships and travel abroad. We also need to increase our infrastructure for budget analysis. This is why we are focusing on SFR, to show we are making changes

Each dean presented details of their approach to increase SFR and make savings. Every college is very different and took different approaches.

Dr. Smith said this was a very helpful update from everyone, we will do this again at our **July 19** Deans Council.

5. Date of Next Meeting

Our next meeting is scheduled for April 5, we will discuss:
Structural changes within college
Dual credit and distinguished high schools
Low producing programs need to continue to move away from those.

Adjourned 11.11

Attendees:

*Andrew Dies
Gina Ajero
Jud Abbott
Tricia Cain
Alisha Collins*

*McKenzie Whittinghill
Jason Reese
Sheryll Jerez
Kim Childs
Karyn Hall*

*Dustin Knepp
Carrie Stover
Gary Wurtz
Debbie Pace
Tim Bisping*

*Joyce Johnston
Christina Sinclair
Marc Guidry
Sharon Brewer
Hans Williams*