

**Deans Council**  
August 21, 2024

Meeting commenced at 8.58 a.m.

**1. Student Faculty Ratio**

Karyn Hall

- Karyn Hall was invited to answer questions on the SFR data provided by her office. She explained that the methodology is in line with State and Smart Book used by Dr. Weaver and UTS. The Smart Book denominator is larger, as it also includes department chairs and we do not.
- Karyn has looked at how other institutions are reporting, and there is not much consistency.

**2. Workload Reassignment Form**

- We will be adopting a workload reassignment form in line with UTS, available through Dynamic Forms.
- Gina Ajero in College of Liberal and Applied Arts has already implemented this and will help implement for the other colleges.

**3. Graduate Student Time to Decision Report**

Forrest Lane

- We have begun GA orientations this fall. The first one was held 8/20 with fifty students attending.
- Dr. Lane provided a report detailing time from graduate application to time of decision for each college/department. He explained there are different categories that can cause a delay.
- International graduate applications are handled by International Office. There are currently around 200 applicants waiting for various reasons.
- This is a first attempt to provide a benchmark.
- Graduate applications are very different from UG but we can make improvements.
- This is a good starting point and will encourage deans to talk to chairs.

Fall 2024 Graduate Admissions Enrollment Funnel (as of 8/23)

1,316 – applications initiated

849 – completed applications

428 – Admitted students

301 – Enrolled students

## Fall 2023 to Fall 2024 Census

Graduate headcount +5%

Graduate SCH +6%

### 4. **Updates on Restructures/Advising Career Ladder**

Lorenzo Smith

- Dr. Smith advised that the dean's office admin's restructures are on hold until a salary review is completed for the entire university. Further questions could be addressed at the President's upcoming town hall meetings.
- We will invite Judi Kruwell to attend a future meeting to answer questions on this issue.
- Perhaps we can get statements/rationale that the provost can take to the president.
- The advisor career ladder has been approved and nine EPAFs have been submitted.
- The deans should discuss with their department chairs their "return to faculty" portion of their salary (10/12), and this can be put in writing.

### 5. **Deans Presentation**

Lorenzo Smith

- The deans will present a preliminary report of their three-year plans at an extended cabinet meeting in late fall (date to be confirmed).
- Each dean will present no longer than 10 minutes with 5 minutes for questions. A follow-up report will be made in late spring.

### 6. **Program Codes**

Ginger Walker

- Ginger reported a number of EPAFs have been returned in the last few weeks due to an issue with program codes.
- This may be the reason the president said we are not spending enough on research as they may be coded incorrectly.

100 instruction

150 research

250 academic support

350 institutional support

Meeting concluded at 10.45

*Attendees: Lorenzo Smith, Judy Abbott, Matt Mc Broom (on behalf of Hans Williams), Tim Bisping, Ginger Walker, Forrest Lane, Kim Childs, Dustin Knepp, Lorenzo Smith, Sharon Brewer, Gary Wurtz, Karyn Hall*