

Notes of ACC Meeting, 17 September 2008, duBois Fremont Room, 1:00-3:00pm

1. Updates from the Executive Director

- A. New and returning ACC members briefly introduced themselves.
- B. St. Laurent attended the August 14th ABOR meeting specifically to hear the discussion surrounding ABOR's new Productivity & Efficiency Initiative. Each Arizona university president gave a presentation. From President Haeger's comments: he noted that currently the proportion of tenured / tenure-track faculty at NAU is 76% (the remainder being lecturers, and full- and part-time temporary instructors), and that it would be necessary to maintain a balance between quality and the hiring of cheaper faculty (lecturer / instructor). He also noted that the future work force needs of Arizona will require that the three research universities work with the community colleges around the state to build a different type of institution.
- C. Highlights from the President's Cabinet September 2nd meeting: (1) Pat Haeuser presented a preliminary list of potential university peers. The process of identifying a new list of peers is ABOR-driven. Peers will be chosen from a list of "high research" (Carnegie classification) institutions on the basis of a similarity index being put together by ABOR staff. Pat will be invited to discuss this at the next ACC meeting. This peer group will be used to peg tuition, and compare retention and graduation rates among other things. (2) Given the current state of the Arizona budget it is likely that any faculty salary increases will be delayed until January 2009 and limited to targeted faculty, possibly updating the 85% of CUPA average (15% below CUPA average) based on a new set of university peers. (3) Work Force Planning: Based on last year's requests to address reclassification and compression issues among classified staff, \$800,000 will be used to fund all identified (high, medium and low) priorities, affecting approximately 300 individuals.
- D. Highlights from the Provost's Academic Leadership Council (PALC): (1) As department operations budgets have been cut, the Provost is committed to providing funding for lecturer searches including \$250 in advertising and payment for one candidate campus visit. (The Provost's office currently pays \$500 in advertising for tenured/tenure-track recruitment. (2) The Provost's office is considering restructuring the portfolio of the Vice Provost for Undergraduate Studies (Pugliesi, to become Vice Provost for Academic Affairs) and Associate Provost for Academic Administration (Pitt) and hiring a new Associate Vice Provost for Undergraduate Education (AVPUE) to report to Pugliesi. Rich Lei reported that when these possible changes were presented to the Faculty Senate, faculty expressed concern at the proposal that the AVPUE would chair the university Liberal Studies Committee. The final disposition of this issue is as yet unclear
- E. The Provost called an emergency PALC meeting on August 28th to discuss involvement of Academic Affairs in decision making concerning the SPEED building projects, including the two floors of classrooms to be added to the Health & Wellness Center. The President attended briefly, pointing out the need to move quickly on these projects. After a brief discussion of concerns surrounding the possible closure of Liberal Arts, the PALC heard a presentation from the architects on classroom component of the Health & Wellness project and provided input concerning the plans. Currently the plans are for 31 classrooms, four with seating for 30; eighteen with seating for 40; one with seating for 50; four with seating for 70; and two 24-person computer classrooms. Consensus was that the computer classrooms needed to be larger.

2. Job description and process for hiring new Executive Director: Cynthia Kosso

- A. Roy St. Laurent has announced his resignation as ACC Executive Director effective December 31st, in order to pursue a Spring 2009 sabbatical.
- B. The Executive Committee presented to the ACC a position description of the announcement of vacancy and request for applicants for Executive Director. Cynthia Kosso chaired this portion while St. Laurent absented himself in order to not inhibit discussion. Suggestions for modifications to the position description and timeline were made. The final version of the position description is available on the ACC website: <http://www2.nau.edu/~acadcc-p/>.

3. Prioritizing / setting the ACC agenda for the academic year

- A. The members of the ACC participated in a brainstorming session concerning possible ACC priorities for the current academic year. The resulting list of 21 potential issues is attached to these notes.
- B. It was decided to (1) pursue an e-mail ballot of the ACC membership to identify the top priorities for the ACC; and then (2) use the time originally set aside for an ACC workshop 1:00-2:30pm on October 1st for individual small group discussions on the top identified priorities. The Executive Committee would identify the groupings of issues based on the results of the balloting prior to October 1st. The results of the e-mail balloting are attached to these notes.

4. Discussion and recommendations concerning proposed changes in operation of summer sessions: Ron Pitt, Associate Provost for Academic Administration

- A. Ron Pitt gave an overview of the proposed changes to be made to the operations of Summer Session now that Academic Affairs is taking charge for its operation beginning with summer 2009.
- B. The summary sheet of eleven recommendations was discussed. There was general support for the first three recommendations. As time was limited, Ron & Roy announced that there would be a special ACC meeting on Wednesday October 8th from 1:30 to 3:00pm to more fully discuss the ramifications (and potential ACC members' concerns) surrounding the remainder of the eleven recommendations.

Meeting adjourned at 3:04pm.

Academic Chairs' Council Potential Priorities
17 September 2008

During the discussion at the ACC meeting on 17 September 2008, the items below were identified as possible priorities for the group to address in the current academic year:

- A.** Revising and strengthening the University Academic Dishonesty Policy
- B.** Updating the ACC 2002 Chair Compensation Report
- C.** Discussion of distribution of state-funded graduate assistant positions (report from the Graduate Assistant Task Force forthcoming)
- D.** Impediments to recruiting and retaining faculty & staff (e.g., salaries, parental leave policy, partner assistance policy, faculty & staff housing – rental and purchase, childcare)
- E.** Suggested practices on the use of individual electronic devices in the classroom
- F.** Astra course scheduling software and associated policies
- G.** Report of the Task Force on Evaluation & Merit (expect white paper from Provost this Fall)
- H.** Discussion of University peers w/ Pat Haeuser
- I.** University budget priorities, growth in upper administration
- J.** Balance in growth of faculty lines in the non-tenure track (lecturers / instructors) vs. tenured & tenure-track lines
- K.** Engaging the administration in a discussion of student retention efforts: what goals are realistic for an institution like NAU?
- L.** Department operations budgets: should there be some restoration of funds here, how should those funds be distributed (fairly) across departments? Should there be a consistent, cross-college approach to this?
- M.** Issues of university structure, budgeting and responsibility particularly at the interface between Academic Affairs and Distance Learning
- N.** A mechanism to provide constructive evaluation and feedback to new university administrators (deans and above) early in their tenure
- O.** An update from the Ombuds office on how things are working out
- P.** Discussion of the relationships between NAU-Flagstaff and NAU-Yuma, with regard to curricular, programmatic and faculty governance issues
- Q.** Streamlining the faculty hiring process; eliminating steps and oversight that indicates a lack of trust in the local hiring authority
- R.** Personnel processes and policies and impediments in working with Human Resources
- S.** Comparison to peer institutions of NAU stipends for state-funded graduate assistants
- T.** Policies concerning student-employees of the university and their access (keys) to academic buildings
- U.** Developing university policies on faculty appointments in interdisciplinary programs – to protect faculty who have shared appointments across multiple units

Results of ACC Voting on Priorities – 24 September 2008

$n = 27$ ACC members responded. Twenty-two people ranked their top 5 priorities, one ranked his top 4, one ranked her top 3, and one ranked his top 10. Anything below the top 5 was ignored. Several people combined two priorities into one ranking – I assigned the rank to the single statement that would benefit most in the rankings.

There are several ways one can look at the results: (1) by the number of people who placed a priority on their top 5 list; (2) by a weighted sum where first priority gets a weight of 5, second priority gets a weight of 4, etc.; (3) by the number of people who placed a priority first; and (4) by the number of people who placed a priority either first or second.

# of times in top 5	weighted sum*	# of first place votes	# of first & second place votes
16: B	52: B	5: B,L	10: D
14: D	50: D	4: -	8: L
12: I,L	46: L	3: A,D	7: B,J
10: J	39: J	2: H,I,J,U	6: A
8: G,M	35: I	1: F,G,Q	3: I
7: A,C	29: A		2: G,H,M,U
6: K,U	26: G		1: C,F,K,P,Q
	22: M		
	18: U		

*: Highest possible score for the weighted sum is 135 (if all twenty-seven respondents ranked the same priority #1).

Priority **E** received no votes, priorities **O**, and **S** received one vote each, and priorities **F** and **T** received two votes each.