

**CMU Academic Affairs Council
Agenda January 18, 2017**

Announcements/Updates/Reminders/Air-time for “Issues” & Reports/Action Items: Dr. Kurt Haas & Mr. Tim Pinnow

Faculty Qualification – Review: Note this is ongoing in terms of vetting and reviewing new hires (full and part time), as well as making sure that existing folks have all needed materials reviewed and filed appropriately (e.g., vitae, transcripts, etc.), and that special conditions in terms of teaching limitations are monitored and adhered to – we will rely on the Dept Heads to oversee their dept faculty.

JTerm Course Parameters: Dr. Haas and Mr. Pinnow to create and lead a working group to discuss parameters for courses during JTerm (types of courses, pre/post course student workload issues, etc.)

Open Source Instructional Materials: A “Head’s-up” re: CCHE/CDHE work in progress (Ian Macgillivray, CDHE; Kathy Kiser-Miller, CMC; Vicki Golich, MSU Denver – items below direct from CDHE email to VPAAAs):

- a) Discussion: Exploring moving away from traditional textbooks and toward open source instructional materials. Also, when create textbook accommodation materials (such as in braille) is there some way to create a library of materials so that public IHEs can share?
- b) What are other Colorado campuses doing? **Need to inventory what we (CMU) are doing – Info to Mr. Pinnow by January 27, 2017.**
- c) Is a Colorado consortium possible? There is a consortium in New England—maybe participate in their efforts?

Retention Strategies Update Reminder: R drive in your Department Head folder (Retention-Strategies_Feb2017updates). Deadline = January 18 (that’s today!):

1. Open your document
2. Update the document making sure you have info filled in re: 2016 and 2017
3. Save the document and then ALSO email it to me so I have verification that this is taken care of.

Faculty web profile update reminder

Integrated student services concept, discovery/field-trips (best practice, models in action, CMU version?)

Search updates: Prof Staff Assistant, Sponsored Programs...

Guests

TouchNet/Marketplace Ms. Anna Nichols, Deputy Controller Accounts Payable

ADH Tips, Tricks and Suggestions – Issues/Concerns/Questions:

Art – Ms. Suzie Garner

Biology – Dr. Carrie McVean Waring (new)

Business – Dr. Steve Norman (new)

CMS – Dr. Lori Payne

Health Sci – Dr. Deb Bailey

Kinesiology – Dr. Jeremy Hawkins (new)

LLMCom – Dr. Barry Laga

Music – Dr. Calvin Hofer

PES – Dr. Russ Walker

SBS – Dr. Jessica Herrick

Tcher Ed – Dr. Blake Bickham (new)

Theatre – Mr. Mo LaMee (new)

Engineering – Ms. Brigitte Sundermann (Interim Coordinator)

CMU Campus Sites & Academic Support Units

WCCC: Ms. Chris Murphy

Montrose: Dr. Gary Ratcliff

Assessment (Dr. Bette Schans):

OIR (Dr. Sonia Brandon):

Library (Ms. Sylvia Rael):

-Author Showcase “refereed/juried” scholarly and/or creative work products (e.g., journal articles, juried performance recordings or artifacts, etc.)

-CMU World Academic Showcase

International Students

Faculty Fulbright Awardees

Registrar (Ms. Holly Teal)

-Transfer data and project summary (state-level request)

-Advisor/Banner “clean-up” part 2

Sponsored Programs (Cindy Lueb): Grant app timelines and reminders

Action Items - Good of the Order/Kudos & TQs!

Dates & Deadlines/Future Meetings: UC 213, 3:00-4:30 pm

February 1, February 15, March 1, March 15, April 5, April 19, May 3,

Year-end Wrap-up Meeting (if and as needed) Date options & preferences? August Launch Meeting/Retreat Date options & preference? Summer expectations – be accountable for department business and communications as needed (sometimes yes, you are physically on campus, sometimes you are connected by email and phone...). Please bring calendars to the meeting.