

**CMU Academic Affairs Council
Agenda January 24, 2018
3:00-5:00 pm, UC 213**

Info Items & Updates -Announcements/Reminders/Air-time & Action Issues

Announcements

-Graduation & Regalia update: Hood purchase or rental will be part of regalia. Hoods for graduate students will no longer be provided at CMU expense. Effective with May 2018 Commencement.

-Student Showcase 2018 = April 20th

-Regulatory Compliance & Hazardous Waste: David Detwiler and Facilities – see meeting notes attached to this agenda.

-PROMISE grant up and running: <http://www.coloradomesa.edu/academic-affairs/promise-grant.html> (thank you Drs. Nadelson for donation seed \$)

-**Program** Review/Prioritization/\$ analysis, considerations, etc.....a process launched....

Grp #1: Business, PES, Teacher Ed

Grp #2: Bio Sci, CSMS, Engineering

Grp #3: Health Sciences, KINE, LLMC, SBS

Fine and Performing Arts: Art & Design, Music, THEA

Spring 2018 position request opportunity – Due to AA 2/12/2018.

Help me Help us: Reminder, when a document comes to me with your signature, I assume you have fully and completely reviewed and are willing to bet your cat's or dog's whiskers on its accuracy. Please don't forward things to me that you have not even looked at. (e.g., faculty quals – I am reviewing every file, every paper in every file, every transcript that comes in front of me – I need to know you have fully reviewed and vetted). **Lisa addendum...**

-ONE card = Erin Rooks

-Travel = JoAnne Reis

Eval Processes: Faculty Process & Forms: Eval form (**write ADH comments/rationale for rating in form boxes**), Plan form (be responsive re: %allocations and commentary from previous evals). See Handbook Section VI.A.8-10). **Electronic & hardcopy submission (manageable for CP and reduces scanning workload)**

Prescribed Save As format

PembertonCKINEEval2017 ([Performance Evaluation](#) document)

PembertonCKINEPlan2017-2018 ([Performance Plan](#) document)

To comply with VI.A.8-10 (supporting docs in zip folder, faculty self eval and plan narratives,
Save as: PembertonCKINESuppDocs2017

Action Items?

-Milestone – our Essential Learning centerpiece!

-Exploring Affiliate Faculty status for teaching in the Milestone

-Milestone faculty = an honor and a privilege for our very best

App? Statement of curricular contribution?

Vitae?

Incentive ideas (being explored)

Milestone faculty retreat (annually?)

-Depts should anticipate averaging 2 fac/semester for Milestone teaching

-Solo options (revisions to Milestone course app coming – 1/3 interdisciplinary), upto 1/3 solos

-Milestone website revamping

Coordinator role re: student issues and concerns

-LASSI or other?

Special Guests:

-**Ms. Annie Gingerich International Programs:** MOUs, options and opportunities
Fulbright Outreach Lecturer

***Luncheon invites & rsups – Ms. Lisa Harris**

-3:30: **Ms. Kandis Gillespie, Deputy Controller:** Payroll conversion

Academic Units & Leadership Reports, Commentary, etc.

AVPAA: Dr. Kurt Haas

Internship Working Group Report/Update

Ongoing curric work – remove prescribed EL courses

Other

AVPAA: Mr. Tim Pinnow

-Distance Education: Eportfolio update, New version of D2L, Welcoming new staff & impending relocation of DE offices

-Travel course process/procedure reminders

-Concurrent (TP and Lisa)

-Course Comparability manual update:

- Working group co-chairs: **Tim Pinnow, Bette Schans**
- Working group members: Gary Ratcliff, Chris Murphy, Barry Laga, Lori Payne, others?
- Timeline: revision submissions to Council in April. Adoption not later than May 2018 for summer 2018 posting.

-Graduate/Graduation

- hooding, practice, cards, etc.

AVP: Dr. Sonia Brandon (OIRPDS)

- Enrollment update & credit hour by subject report
- Online Course Evals
- Program review reminders and OIRPDS requests for data/info.
- Alumni Tracking – ongoing/annual process?

WCCC: Ms. Chris Murphy

Montrose: Dr. Gary Ratcliff

Assessment & Accreditation Support: Dr. Bette Schans

-Process/timeline review - CP

- IAC agenda Feb 12-13, HLC, Action Letter
- HLC Assurance Review continuous improvement foci - **Handouts**

Registrar: Ms. Holly Teal

- Add/Drop part 2 – house calls and training...
- Jterm and Summer reconceptualization & July 5, 2018

Library: Ms. Sylvia Rael

Sponsored Programs and Academic Research: Dr. Louis Nadelson

Dates & Deadlines/2017-2018 Meetings: UC 213, 3:00-5:00 pm

Feb 7 & 21; March 7 & 21; Apr 4 & 18; May 2 & 9

Academic Depts/ADHs &/or Director: Leadership quote share (from K&P BK): If your name is maverick red please assume that you need to bring a quote. In the interest of time (given our full agenda), please bring a quote as a handout that you will distribute to fellow Council members.

Art – Ms. Suzie Garner

Biology – Dr. Carrie McVean Waring

Business – Dr. Steve Norman

CSMS – Dr. Lori Payne

Health Sci – Dr. Sandie Nadelson

Engineering – Ms. Brigitte Sundermann

Kinesiology – Dr. Jeremy Hawkins

LLMCom – Dr. Barry Laga

Music – Dr. Calvin Hofer

PES – Dr. Russ Walker

SBS – Dr. Jessica Herrick

Tcher Ed – Dr. Blake Bickham

Theatre – Mr. Mo LaMee

Recruit back reminder: Academic Department Heads,

In December, the Registrar's Office pulled the list of students who sat out for the last 1-3 semesters (2016-2017 year) and were not enrolled in Spring 2018 yet.

The list is on the R drive at: **R:\Registrar\Academic Departments\Graduation\ Spring 2018 Recruit Back List by Dept.xls** If you don't have access to the folder, please let me know and I will request IT to add access for you. Please do not forward the whole list via email as it contains all departments.

The Registrar's Office called the students and left messages when the phone number was valid. In addition, a "Register Now" postcard was mailed to the permanent address on file that needed courses still. Please note that there are some that are at 100% in DegreeWorks and would only need to submit an "Intent to Graduate". Maggie Bodyfelt did a great job adding a comment in column D of the Excel sheet. If you review the student's account and agree, help would be appreciated to reach the students if you have other methods to contact them. Please let me know if you have any questions. Holly

Living the Teacher-Scholar Model

Kudos to Dr. Steven Murray for his recent publication in the Journal of Sports Medicine and Therapy: *Influence of elbow angle on the reliability and validity of bioelectrical impedance analysis*

Hand-to-hand bioelectrical impedance (HH BIA) is a low-cost method to estimate percent body fat (%BF). The BIA method is consistently reliable, but questions on validity remain. We have observed anecdotally that elbow position can render consistently different measures of %BF while using HH BIA, thus leading to the question: Does elbow angle influence the validity of measures derived using HH BIA? The purpose of this study was to assess the effect of elbow position (i.e., IN=flexed to 90° versus OUT=fully extended) on the reliability of HH BIA on 44 male and 24 female healthy adults (age=21±2 yrs, BMI=23±3). An additional aim was to assess the validity of the HH BIA %BF on a subset of subjects (n=12) using air displacement plethysmography (BOD POD®) as the criterion measure. The IN position was ~4%BF lower than the OUT position for HH BIA (p=0.05, effect size=0.67). Measures of %BF for both trials for the IN [intraclass correlation coefficient (ICC)=0.99, coefficient of variation (CV)=2.99%] and OUT (ICC=0.99, CV=1.48%) conditions were highly reliable. On the subsample, the OUT (18.3±6.7 %BF) position exceeded both the IN (14.5±7.4 %BF) and the BOD POD® (16.1±7.8 %BF) measures (p<0.05); however, IN and BOD POD® measures of %BF did not differ (p=0.21). These findings support that HH BIA is a reliable measure at both elbow positions; however, %BF estimations vary considerably (~4%) with respect to the criterion measure depending on elbow position. The OUT position was found to overestimate criteria %BF. Further research may reveal an optimum elbow angle position for HH BIA estimates of %BF.

Congratulations to Dr. Bridget Marshall who recently passed the Pediatric Primary Mental Health certification exam! This credential denotes primary care PNPs who are specialists in psych mental health. Because of the move to integrative care in primary practices, many practices use CPNP-PC PMHS's for same day primary care referrals to diagnose and treat basic psych issues in kids: GAD, ADD, depression, etc. but not the biggie's like schizophrenia or ASD as examples. It is because of the delay in getting into psych specialists that this role was developed.

Congratulations and Kudos to Drs. Louis and Sandie Nadelson who presented at the 16th Annual Hawaii International Conference on Education. Dr. L. Nadelson's poster presentations relate to work he did with his CMU Statistics class spring 2017. Drs. L. & S. Nadelson also presented on earlier work on focused care perceptions derived from a pre-nursing advising MOOC.

Dr. Melissa Connor's work was recently featured in a U.S. National Academy of Sciences, News Feature story: *Can Microbes Keep Time for Forensic Investigators?* Congratulations Dr. Connor and crew, your work continues to be a shining star for CMU!

Fulbright Visiting Scholar Dr. Ahmed Mohamed Fahmy Yousef from Egypt will give the following presentations at Colorado Mesa University on Feb. 14 & 15, 2018:



Cultural Café: Living and studying in the U.S. as a Fulbright Scholar. Co-presenting with Dr. Cynthia Pemberton, Vice President for Academic Affairs who will share insights about living and consulting in Jordan as a Fulbright Specialist Awardee to the Jordan University of Science and Technology.

Wednesday, February 14 · 12:00-1:00pm

Tomlinson Library Open Space Meeting Room

Open to all

Guest Lecture in CMU class “Computers in our Society”: How Countries Can Bridge Cultural Differences through Online Learning

Thursday, February 15 · 9:30-10:45am

Wubben Hall and Science Center 205

Open to students enrolled in this course only

Academic Council Luncheon: Conversation with Visiting Fulbright Scholar, Dr. Yousef

Thursday, February 15 · 11:30am-12:30pm

University Center Room 213

Invitation only event

Fulbright Scholar Biography: Ahmed Mohamed Fahmy Yousef is a faculty-member and researcher in the Learning Technologies Research Group at Fayoum University in Al Fayoum, Egypt, a researcher at RWTH Aachen University in Aachen, Germany as well as a post-doctoral fellow at The University of Colorado Boulder (2017 - present). His research focuses on developing new learning technologies to enhance student learning outcomes. He received his Doctorate in Computer Science (Learning Technologies) in 2015.

More on the Fulbright Scholars Outreach Lecturing Fund (OLF): This presentation is conducted through the Fulbright Scholar Program’s Outreach Lecturing Fund (OLF) and enables Visiting Scholars to share their research interests, speak about their home country, and exchange ideas with U.S. students, faculty, and community organizations. Through these lectures, universities forge relationships with the Fulbright Scholar Program, Visiting Scholars, and the Visiting Scholar’s home and host institutions.

Statement of Work – FYI and Kudos to Mr. Tom Benton
Colorado Mesa University Western Slope Linked Projects

I. Project Description: The Colorado Office of Economic Development and International Trade (hereinafter called “OEDIT” or the “State”) agrees to provide funding to Colorado Mesa University (hereinafter called “CMU” or “Vendor”). As part of the Linked pilot program, CMU will administer two (2) projects in the Grand Junction market. Funding will be used to support completion of two industry driven projects in the market. The bulk of funding is allocated to pay students and University staff and faculty for project work. Skillful, a Markle Initiative will be Project 1. St. Mary’s Hospital will be Project 2. Skillful and St. Mary’s Hospital will each be considered “Awarded Business” under this agreement.

II. Effective Date and Notice of Liability: This Purchase Order shall not be effective or enforceable until it is executed by the OEDIT (hereinafter called the “Effective Date” or “Start Date”). The State shall not be liable to pay or reimburse Vendor for any performance hereunder, including, but not limited to costs or expenses incurred, or be bound by any provision hereof prior to the Effective Date/Start Date.

III. Parties

- a. Colorado Mesa University (CMU) is accredited by the Higher Learning Commission (HLC). The University is committed to a personal approach, CMU is a dynamic learning environment that offers abundant opportunities for students and the larger community to grow intellectual, professionally, and personally. By celebrating exceptional teaching, academic excellence, scholarly and creative activities, and by encouraging diversity, critical thinking and social responsibility, CMU advances the Common good of Colorado and beyond. The administrative contact(s) are identified below.

POC: Louis Nadelson, Director Sponsored Programs & Academic Research
Colorado Mesa University
1100 N. Avenue, Grand Junction, Co. 81501
lnadelson@coloradomesa.edu

Tom Benton, Maverick Innovation Center
Colorado Mesa University
1100 N. Avenue Grand Junction, Co. 81501
tbenton@coloradomesa.edu

- b. Linked is a new program from the Colorado Office of Economic Development and International Trade facilitating connections between capable talent in Colorado’s colleges and universities and project-based work opportunities in the State to increase in-state retention of highly capable graduates.

POC: Pamela Moore, Linked Program Manager
1625 Broadway, Suite 2700, Denver, CO 80202
720.270.4926
pamela.moore@state.co.us

IV. Project Components, Responsibilities Deliverables and Timeline

- a. General project components (primary responsible party indicated within the parentheses)

Academic Affairs Council Agenda

- a. Project team recruitment and selection (CMU)
 1. Faculty Advisor as identified by CMU:
 2. Recruitment will consist of direct outreach through faculty and other communications channels and may also involve a recruitment event.
 3. Team members will be selected through an application process based on criteria established through a collaborative process between the Awarded Business and the Faculty Advisor.
 4. Student applicants will be required to register/apply through the Linked website and each project team shall consist of a minimum of 50% Liberal Arts and Sciences degree seeking students.
- b. Team composition (CMU)
 1. Up to 12 (6 per project) paid team members selected from current students and/or recent alum from CMU
 2. Up to 1 member per team may be appointed the student team lead
 3. Coaching, mentoring, and advising from CMU staff, the appointed faculty advisor, and business partner staff.
- c. Student orientation and onboarding (CMU faculty and staff)
 1. CMU will conduct a 1-2 hour orientation and onboarding process consistent with Linked guidelines
- d. Supporting background, education, mentorship (CMU, 2 business partners)
 1. CMU faculty and business partner will coordinate additional education/support resources to the team as needed.
- e. Completion of Business Project
 1. Complete Awarded Business identified deliverables within required timeframe
 2. Provide support to Awarded Business and students throughout project
 3. Track time and facilitate payment to both students, staff & faculty working on project
 4. Send project invoice (with associated voucher amount) to Awarded Business
- f. Feedback
 1. Complete all feedback processes as outlined by Linked
 2. Send all feedback data (in raw form) to OEDIT

V. Testing & Acceptance Criteria

OEDIT will assess whether the work product review of invoices and related reporting. If work product is not acceptable, OEDIT will provide written instructions to Vendor outlining the changes that need to be made to the work product. Vendor shall then be responsible for making any required changes. The Vendor will be given ten (10) business days to resubmit any rejected work product. Should Vendor not perform under this PO, OEDIT has the discretion to terminate the Purchase Order at which point OEDIT shall make payment for work completed and accepted up to the point of termination.

VI. Intellectual Property – Awarded Business

Any software, research, reports, studies, data, photographs, negatives, products or other documents, drawings or materials (collectively “materials”) delivered by Vendor to the Awarded Business in performance of its obligations under this PO specific to completing the business project (Obligation 4, Section III) and consistent with the negotiated statement of work (Obligation 1.c, Section III) shall be the exclusive property of the Awarded Business.

VII. Budget

The maximum amount payable under this purchase order to Vendor by the OEDIT shall be \$36,000, as determined by the State from available funds. Satisfactory performance under the terms of this purchase order shall be a condition precedent to the OEDIT’s obligation to compensate the Vendor. The OEDIT shall not be liable to pay or reimburse Vendor for any performance hereunder prior to the Effective Date.

Project 1

Expense	Amount
Campus event to promote the Linked program	\$1,000
Payments to students	\$9,225
Payment to faculty/staff/overhead	\$7,775
TOTAL	\$18,000

Project 2

Expense	Amount
Campus event to promote the Linked program	\$1,000
Payments to students	\$9,225
Payment to faculty/staff/overhead	\$7,775
TOTAL	\$18,000

VIII. Payment – Billing Procedures

The State shall pay Vendor the reasonable, allocable, and allowable costs for work performed based on satisfactory progress of the work defined in this Purchase Order. The Vendor shall be compensated only for work and services performed by the Vendor and accepted by the OEDIT pursuant to the terms of this Purchase Order. Vendor shall be reimbursed according to the below payment schedule and upon receipt of invoices. The final payment invoice shall provide an accounting of costs incurred relating to the costs outlined herein

Disbursement	Schedule
\$18,000	½ way through the projects
\$18,000	Upon completion of projects
\$36,000	TOTAL

IX. Purchase Order Term

OEDIT and Vendor's performance under this Purchase Order shall commence on the Effective Date. This Purchase Order shall terminate on June 30, 2018, unless sooner terminated or further extended as specified elsewhere herein.

Regulatory Compliance Meeting – January 19, 2018

Mr. David Detwiler (Interim Dir of Facilities presiding)

To Do:

The next step is to each person/department to look at their area and bring the items that they have for waste (whether it is hazardous or not) and bring those items forward so we can compile a list and see where our short falls are. Please try to get this done and to Facilities by February 1st so they can compile the information and look for any gaps in the system.

Notes:

A year or so ago, Facilities entered into the Gap program (Compliance Assistance for the Business Community), with President Foster's Okay. They are to send an inspector to tell us what we are doing correctly and what needs improvement. This program exempts us from penalties, except those penalties that pose a danger or an imminent threat to the public health of campus. Once the inspection is completed, then the clock starts ticking and we have a certain amount of time to correct these issues, otherwise we will be penalized. According to Russ Walker, at one time Facilities did have a person responsible for the Waste on campus. His name was Brad Remeir; after he left no one took over that role.

The Goal here is to make sure that we are more unified in our regulatory process for Hazardous Waste, as well as all waste across campus. The inspector will look at CMU as a whole; because of that we are not sure which category we fall into (Small waste generators, or large waste generators).

We are thinking that we are about 95% correct in how we handle the Hazardous Waste of the campus, but are not completely sure of that.

Looking at other campus it looks like they are doing more a big picture waste disposal, as opposed to CMU where we are more compartmentalized in our approach to waste. We are in the process of asking for a Regulatory Compliance person, or at least professional fees to hire someone to handle this as we need someone who knows the whole process of generating/disposal of waste. Russ Walker has a lot of experience in this matter and has volunteered to help sort out what is Hazardous waste and what is other types of waste in the mean time.

One of the things that we need to be doing is documenting what ends up where (landfill, hazardous waste facility, other places).

It appears as if each department is taking steps to ensure that Hazardous waste and other types of waste are taken care of in a proper manner, we just need to make sure that everyone is on board.

Facilities is going to check with each department head of the different divisions on campus to see if they generate any waste that we may not be aware of. A couple of the departments that were discussed to be included in this are: the Art Department and the Theater department.

Need to include FIRS (Although they are probably follow regulations to the letter as they have grant money to account for), Montrose, and WCCC in on these discussions.

Academic Affairs Council Agenda

The Engineering Department is having someone come walk through the new Engineering building next month to let them know if chemicals and things are being stored correctly.

Biology department had pinnacle look at their area a couple of weeks ago to at least be in compliance with insurance regulations.

Medical waste is not considered Hazardous waste, but it is good to know what it is considered.

One way to identify waste on campus is to look at Purchasing and see what materials we are buying that might eventually wind up as some kind of waste if it is not all used up. Some waste materials can be dangerous, but not hazardous.