

CMU Academic Council Summary Notes August 10, 2017 9:00 am to 4:00 pm

AA Council Members in Attendance: **Dr. Cynthia Pemberton**—Vice President of Academic Affairs; **Dr. Kurt Haas** - Asst. VP, Academic Affairs; **Mr. Tim Pinnow**—Asst. VP, Academic Affairs, Director of Graduate Studies/Director of Distance Education; **Dr. Louis Nadelson**—Director of Sponsored Programs and Academic Research; **Mr. Mo LaMee**—Dept. Head, Theatre Arts; **Dr. Russ Walker**—Dept. Head, Physical and Environmental Sciences; **Dr. Blake Bickham**—Dept. Head, Teacher Education; **Dr. Barry Laga**—Dept. Head, Languages, Literature and Mass Communication; **Ms. Suzie Garner**—Dept. Head, Art and Design; **Dr. Jessica Herrick**—Dept. Head, Social and Behavioral Sciences; **Dr. Jeremy Hawkins**—Dept. Head, Kinesiology; **Dr. Carrie McVean Waring**—Dept. Head, Biological Sciences; **Dr. Sandie Nadelson**—Dept. Head, Health Sciences; **Dr. Lori Payne**—Dept. Head, Computer Science, Mathematics, and Statistics; **Ms. Brigitte Sundermann**—Department Head Engineering/Director of Manufacturing Technology; **Ms. Holly Teal**—Registrar; **Dr. Gary Ratcliff**—Director, CMU Montrose Center; **Dr. Steven Norman**—Dept. Head, Business; **Dr. Monte Atkinson** – Music; **Ms. Christine Murphy**—Director of Instruction/ Director of Developmental Programs, WCCC; **Dr. Sonia Brandon**—Asst. VP, Institutional Research, Planning and Decision Support ; **Ms. Sylvia Rael**—Director, Tomlinson Library; **Dr. Bette Schans**—Director of Assessment and Student Learning; **Ms. Millie Moland** – Director of Advising and Academic Services.

Members Excused: **Dr. Calvin Hofer**—Dept. Head, Music.

Also in Attendance: Ms. Lisa Harris, Professional Staff Assistant to VPAA.

Guest speaker: Mr. **Steven Lindauer**, Trailhead Partners

Mr. Steven Lindauer facilitated Council exercises related to intellectual capital, individual strengths and competencies, ways to improve communication and team building.

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

Dr. Pemberton introduced the Academic Affairs staff Ms. JoAnne Reis, Administrative Assistant; Ms. Erin Rooks, Special Projects/Event Coordinator; and Ms. Emily Dodson, Special Projects/Curriculum.

Upcoming Events

Dr. Pemberton and Ms. Rooks presented an overview and gave out agendas of the upcoming events (i.e., New to CMU, Lecturer Resource Night and Professional Development Day). *See Appendix A.*

Dr. Pemberton shared information about CMU’s inaugural Opening Convocation. Convocation will be held Saturday August 19th in Brownson Arena. Faculty and staff as well as incoming students and guests are invited. Students, guests and staff seating will be in Brownson Arena bleachers. Faculty in regalia to process and participate in the event via floor seating. ADHs were encouraged to attend and asked to remind and enthusiastically encourage their faculty (full and part-time) to attend.

Dr. Pemberton emphasized that while Convocation attendance and participation is not “required” it is strongly and enthusiastically encouraged.

Policies/Procedures & Guidance Resources

Facility Use “rentals” (e.g., UC): Dr. Pemberton asked Council members to share information with their faculty regarding planning and reserving CMU facilities for academic events. Reservations must be made through appropriate channels with academic events approved as such. ADHs were asked to also note that while CMU’s current policy is to not charge facility rental fees for CMU sponsored academic events, cleaning fees associated with events will be charged and should be built into planning budgets.

Scheduling (summers): The summer 2017 heat/cooling cost control efforts were reviewed. Dr. Pemberton noted that while this did cause some adverse side effects, there were cost savings. As we move forward, similar adjustments are likely. Faculty should anticipate needing to focus office occupancy and use in summers during morning hours. Expanding summer conference scheduling is also being explored, which would of necessity involve cooling buildings.

Duty to report: Dr. Pemberton lead a discussion specific to CMU policy regarding relationships. ADH’s were asked to re-emphasize the policy in an early faculty/staff meeting. The full policy appears in the Handbook pp. II-1-2 (<http://www.coloradomesa.edu/academic-affairs/faculty/manuals.html>).

Accordingly, the University prohibits Professional Personnel from forming such relationships, as well as any attempt to initiate or engage in an amorous relationship with students enrolled in their classes, or advisees, or one of their subordinates. If such a relationship exists or is developing, the Faculty member or Exempt employee shall report the relationship or attempt to the Affirmative Action Coordinator or the Office of Human Resources so that appropriate action may be taken.

ADH Information and Resources: Dr. Pemberton announced that the [Department Head Manual](http://www.coloradomesa.edu/academic-affairs/documents/manuals/DepartmentHeadManual.pdf) (see: <http://www.coloradomesa.edu/academic-affairs/documents/manuals/DepartmentHeadManual.pdf>), as well as the Academic Calendars (<http://www.coloradomesa.edu/academic-affairs/faculty/index.html>) have been updated and are available online.

NOTE: Student Showcase will be Friday April 20th, 2018 (please share info with Dept faculty).

Department Heads were thanked for their integration work on the 360 degree ADH feedback process and the ADH evaluation form. Based on Council’s draft work and input, Dr. Pemberton synthesized the information and updated the ADH evaluation form. Use of the new form was approved by President Foster over the summer. *See Appendix B.*

Dr. Pemberton shared information with Council regarding the pilot form/format use for tenure and promotion dossier development. She also thanked the faculty work group, appointed by the Faculty Senate for their good work preparing these draft materials. Forms and information have been circulated to faculty via the faculty listserv, and also are located at: <http://www.coloradomesa.edu/academic-affairs/faculty/index.html>. Dr. Pemberton also drew Council's attention to the Boyer article and Public Trust readings. *See Appendix C.*

Deadline Reminders were reiterated regarding Faculty Professional Development Fund Requests: 9/8/2017; Positon Requests: 9/11/2017. Specific to the position request process, discussion ensued re: overload policies and part-time faculty workload policy and practice. A follow-up email was sent to Council 8/11 to further clarify the discussion points. *See Appendix D.*

Council members were also reminded of CMU Overloads, Online & Course Comparability guidelines & "exception" approval processes. These guidelines appear as *Appendix E*. Dr. Pemberton shared course enrollment data (forwarded to Dr. Pemberton by President Foster). There was also discussion about the impact and importance of strong course enrollments and full use of day, evening and even weekend scheduling. *See Appendix F.*

Curriculum Work

Dr. Pemberton advised Council of the need to engage a thorough review of their curricula, particularly and especially as it relates to prescribed Essential Learning requirements. She noted current CMU policy/practice (see Curriculum Committee Handbook pp. 23-25 <http://www.coloradomesa.edu/faculty-senate/documents/Curriculum-Policies-and-Procedures-Manual.pdf>), and that President Foster has asked that extra scrutiny be placed on the practice of prescribed Essential Learning (EL) courses due to concerns about streamlined advising, transferability and retention for students that change majors (see attached EL excel chart, *Appendix G*, provided by President Foster). The bar for retaining said courses (courses, not content, as content could—in some instance—be embedded in other courses) will be associated with discipline-specific accreditation standards/requirements that prevent them from meeting the 120 credit or 60/60 rules without dictating EL.

During first standing meetings ADHs will be expected to bring their broad strategies for reducing or eliminating the instances in programs, including a Fall 2017 date by which materials will be submitted to the UCC. **Dr. Kurt Haas will make himself available as a resource to assist and guide this review process.** It is strongly recommended that you meet with him PRIOR to the standing meeting during which we will review your plan. I will ask that Dr. Haas attend this meeting with us so that we can review our options and opportunities. Dr. Haas went over what is needed at the meetings with Dr. Pemberton.

Academic Program Overviews: ADHs were asked to review and coordinate updating existing Academic Program Overview documents. Documents can be found at: <http://www.coloradomesa.edu/academics/1718-program-sheets.html> Updating to be coordinated with Ms. Erin Rooks and completed prior to the start of classes.

Internship Apps, Forms, Eval and routing: <http://www.coloradomesa.edu/academic-affairs/faculty/forms.html> Ms. Millie Moland shared information pertaining to CMU's re-visioning internships (academic and non-academic, paid and not paid) and the relationship of internships to the Grand Junction Chamber of Commerce CMU 20,000 initiative. Ms. Moland shared that she will be visiting with ADHs to inventory and ultimately help standardize CMU internship processes, forms, and consistency. Ms. Moland also announced that there will be a Ribbon Cutting/Open House to celebrate this initiative and the new CMU Career Center located in the UC. Details on the date and time will be forthcoming. Finally, she shared information about [Handshake](#) - a modern platform for college recruiting. Handshake will replace our current system, MAVjobs and will offer our students many great new features including:

- An engaging job/internship search experience
- Personalized job/internship recommendations based on major and interests
- Access to local, regional, national and global companies and job/internship postings
- Updates on events sponsored by Career Services such as job and career fairs, workshops, and recruitment events

Academic Units & Leadership Reports, Commentary, etc.

AVPAAs: Dr. Kurt Haas & Mr. Tim Pinnow

CCHE/gtPathways Updates & Math SAI Update: Dr. Haas shared information derived from State-level initiatives that will likely cause us to revisit and consider remediation cut-scores and/or processes. He stressed that no decisions have yet been made, but wanted Council to be aware that conversations at the state-level were ongoing and overtime, depending on outcome will likely impact us. Developmental Math in particular is "on the Commission radar." Dr. Haas also updated Council about the ongoing gtPathways work and what to anticipate in terms of next discipline submissions. Submit to the Essential Learning Committee by November 1: All remaining courses in the natural sciences. Submit to Essential Learning Committee by March 1: Art, Music, Dance, Philosophy, Theatre.

House-calls: Students of Concern: Dr. Haas stated that the Campus Safety Committee, Mr. Bob Lang and Mr. Pua Utu, may contact departments and ask to attend a department meeting to introduce themselves and share information about the services and supports they can provide.

Roadmap 15,000: Distance Education/Graduate Education: Mr. Pinnow shared information and handout materials associated with the need to address growing CMU online enrollment. This expansion will involve some curricular work as well as implementing guidelines and guardrails associated online pay – especially online overload pay and pay rates as well as strategies to seek to expand the pool of potential online instructors. Mr. Pinnow stressed that within established overload teaching policy and parameters, CMU faculty will retain first right of refusal in terms of teaching online courses on overload. The roadmap ideas for graduate growth appears as *Appendix H*. Online overload pay rates will begin being implemented 2018. *See Appendix I.*

Of note: Thanks to the Distance Education staff, we now have an online student orientation that mirrors the content of the face-to-face orientation. It can be found at: https://coloradomesa.digication.com/online_student_orientation/Welcome/published.

ADHs were reminded of the need to adhere to the Course Comparability Manual (<http://www.coloradomesa.edu/academic-affairs/documents/manuals/CourseComparabilityManual.pdf>) requirements in terms of course enrollment caps and that in instances where waivers should be considered, to submit waiver requests along with best practice support for the request to Mr. Pinnow prior to course scheduling. *See Appendix D.*

Mr. Pinnow also presented the beginnings of conceptualizing graduate program development. ADHs are asked to begin having conversations with their faculty re: potential program areas of interest and academic expertise and productivity. These considerations are in the very early stages. Also of note, as CMU looks to strategically develop graduate programs, graduate program webpage development will need to employ consistent naming conventions. Mr. Pinnow will help departments establish and employ these conventions.

Assessment (Dr. Bette Schans): Program Progress Status Report: Dr. Schans thanked ADHs and faculty for their input and help with assessment. She will be doing program summaries on 10 programs this year (by Dec. 1). The Assessment Office completed 17 3-year summary reviews this past year. Dr. Schans also reminded ADHs her office will need to collect new program assessment plans (she will notify them when). The program review packets for the past 5 years have been collected, and going forward will be updated on an annual basis.

Library (Ms. Sylvia Rael): Special event/Programming schedule update: Ms. Rael discussed upcoming events and activities at the Library and asked for ADH input on special programs. See Appendix H.

Academic Departments/ADHs &/or Director: Mentor Policy/Practice/Dept Sharing (thru fall, to be “assigned” via maverick red in upcoming agendas): ADHs were asked to plan to bring information pertaining to their department-level mentoring efforts to share with Council members. Different ADHs will be identified each meeting to share.

Final Announcements and Information: Books were distributed re: Council’s shared read for this year. *The Leadership Challenge* by Kouzes and Posner. ADHs were also asked to bring their laminated profiles to each meeting as we move forward into the fall.

Council will be using the ePortfolio platform: (see: https://coloradomesa.digication.com/academic_council/Links).

Living the Teacher-Scholar Model

Congrats to Dr. Jeremy Hawkins and Dr. Kristin Heumann for their recent publication in the *Strength and Conditioning Journal*. Their work explored the *Clinical Use of a Hyperbaric Chamber as a Modality to Aid in Recovery*.

Abstract: The use of hyperbaric chambers has been tried by various athletes. Some professional athletes and physicians have reported phenomenal results with their regular usage. A review of the literature does not support the prevalent use of this modality however. Using a hyperbaric chamber to treat delayed-onset muscle soreness in particular has not been substantiated. Results are inconclusive with respect to treating post-concussion syndrome and fatigue. Additional data regarding these 2 treatments are needed.

Congratulations to Ms. Suzie Garner, Academic Department Head of Art and Design. Suzie spent time this summer as an Artist in Residence in Yellowstone, teaching sketchbook classes and a course on Art of the American West. During her residency she presented five sessions: Thomas Moran: *The Art that Shaped a Park*, *Sketching at Old Faithful Inn*, *Sketching the Geysers and Thermal Features*, *Sketching Architectural Landmarks in Yellowstone*, and hosted an *Open Studio* session. **Well done Suzie, this is a wonderful example of living the Teacher-Scholar Model!**

Congratulations and Kudos to Ms. Sylvia Rael, Library Director! Sylvia was accepted to the Harvard Graduate School of Education Leadership Institute for Academic Librarians. The Institute took place July 30 – August 4 in Cambridge, MA. The program foci addressed two key questions: “How well-positioned is your organization to meet current and future challenges?” and “How effective is your own leadership?” Acceptance to this prestigious program is limited to individuals with “significant leadership and/or administrative responsibility at a college/university library, and who show high promise for making a significant contribution in the future.”

Congratulations to Ms. Holly Teal, who was invited to present at the Rocky Mountain Association of Collegiate Registrars and Admissions Officers Annual Meeting (July 2017). Ms. Teal presented on *Using Degree Works Data*. Thanks Holly for sharing our good work and representing CMU to institutional peers!

Congrats to Dr. Sandie Nadelson and ... re: award of the Health Care Sector support grant for Surgical Technology! Colorado Mesa University’s new Surgical Technology program applied for and has been awarded a Healthcare Sector Partnership Grant with funding coming from the Colorado Department of Labor. The total approved budget is over \$20,000. The funding will be used to support program delivery, purchase supplies, as well as cover equipment and other expenses related to the program. Thanks to the Mesa County Workforce Center and the CMU Office of Sponsored Programs and Academic Research for facilitating the grant application and funding processes.

Kudos to Dr. Arthur Houle, Professor of Music and Director of Keyboard Studies. Dr. Houle’s publication Clementi Op. 36 edition has been endorsed as a prize winner award for the 2018 Dulwich Clementi Junior Piano Festival:

The 1st prize for the Clementi Junior Piano Festival competitive class is a trophy, medal and a newly revised edition of Clementi's Six Progressive Sonatinas for the Piano Forte, Op. 36, edited by Dr. Arthur Houle.

Congratulations to Dr. Monte Atkinson, Professor of Music and Director of Choral Arts! This summer Dr. Atkinson was invited by the musical staff of New York-based Mid-America Productions to present a concert at Carnegie Hall. Dr. Atkinson directed a chorale concert of nearly 200 vocalists, some of whom are CMU choral alumni. Of particular note was the honor bestowed on Dr. Atkinson as the first guest maestro, conducting the Song of Democracy by American composer Howard Hanson with text by Walt Whitman.

Snap, Tweet and Post: College Student Social Media Perceptions and Heutagogic Practices and Uses. Well Done **Dr. Louis Nadelson** for your recent publication in the International Journal of Higher Education, and lived example of the teacher-scholar model!

The nearly ubiquitous access to technology and the diversity of social media sites has provided students with easy access to a wide range of information and opportunities for interaction with other individuals. The nature of social media creates a context in which students can determine when they view information, the duration of the viewing, where they view their social media and why they choose to view the media. The conditions of social media interactions present an opportunity for self-determined learning, or heutagogy. While heutagogy takes place multiple time during a student’s average day, the self-determined nature of the learning may lead to issues associated with challenges to self-regulation and anti-social behaviors. To study student self-determined perceptions and engagement with social media we developed a mixed methods survey gathering quantitative and qualitative data from 71 undergraduate students. Our results reveal students do self-determine multiple aspect of their engagement with social media including the norms they use for engagement. We also found that the students perceived that they gave up other activities to engage in social media, and were likely to spend more time studying, exercising, and bettering themselves of they did not spend time interacting with social media.

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

Sept 6 & 20; Oct 4 & 18; Nov 1 & 15; Dec 6 & 13; January 24; Feb 7 & 21; March 7 & 21; Apr 4 & 18; May 2 & 9

****NOTE: August 23 will be in UC 221 (3:00-5:00 pm)**