

**Joint Cabinet/Leadership Team**  
**Iowa State University**  
**MINUTES**  
**February 1, 2005**

Present: T. Andre, J. D. Beatty, L. DeMoss, D. Birt (representing R. MacDonald), H. Eichorn, M. Gregoire, S. Hendrich, M. MacDonald, B. Rasmussen, J. Schuh, R. Sharp, M. Shelley, R. Smith, J.A. Stout, J. Thomas, A. Thompson, P. White, M. Winter

**1. Approval of minutes from Jan. 11**

Minutes of January 11 Joint Cabinet meeting were approved.

**2. Update from Dean's Council and Provost Academic Council**

Review of budget ideas, reallocations

Drs. White and Thomas presented an update regarding reallocation and new monies.

Centers and Institutes

The Report on Centers and Institutes suggests that there be one governing body for centers and institutes, under the deans, and reporting to the Council of Deans. The group agreed that such a model would be very desirable.

Strategic plans, timelines

The University Strategic Plan will go to the Board of Regents in March for final approval. No information is available on how colleges are to do strategic plans. Provost has a draft list of items for assessment.

Higher Learning Commission Accreditation

Kristin Constant, Provost's Office, is working on getting materials developed. A Steering Committee is already established. All materials will be available on the Web for the accreditation review team. It was suggested that templates be provided to the colleges. Colleges are to provide names of people to work with Kristin. Suggestions are: Cathy Curtis, Mary Huba, Suzanne Hendrich, and JaneAnn Stout (Extension). (NOTE: Mary Huba declined and Kathi Thomas was recommended by Education. She has agreed to participate.) The college representatives will likely need to work through a staff person and faculty members from each department. JaneAnn indicated she has been working with Stan Johnson regarding benchmarks.

**Timeline:**

February	Web site activated with content
March/April	University community invited to review
August/September	Final revisions
October/November	Preparation of final review
March 27-29, 2006	Accreditation visit

Differential tuition

The President is in favor of some type of differential tuition plan. Questions raised included: Is there going to be a plan where students pay by credit, with additional charge above a certain number of credits? Could there be differential tuition by major or department? Differential option between freshmen and sophomores, juniors and seniors, graduate students? J.D. Beattie will send to Joint Cabinet members information on a study, conducted by National Center of Educational Statistics, regarding costs.

### 3. Internal Committee Assignments, and any reports/updates

#### Budget

**Teacher Education:** T. Andre reported on the Model for Teacher Education that was presented to the Internal Budget Committee. In this model the Dean would serve as Director of Teacher Education, with a half-time faculty member as Associate Director of Teacher Education reporting to the Dean, and a P&S position as Teacher Education Coordinator. The records analyst (currently in licensure) and the field experience director would move to this office. This would pull together all aspects of teacher education, create a clear governance structure, and would be housed in the Student Services area. PIQs for Associate Director and Coordinator are being developed.

**Developing a budget model:** Morey MacDonald and John Schuh will develop a budget model for the College of Human Sciences. The overall question is: What kind of model benefits the College best to fit into the University model? J. Thomas and P. White indicated it will be helpful to have information to assist them in discussions with Deans and PAC.

John Schuh outlined an economics model:

<u>Revenue</u>	<u>Expenses</u>
Tuition and Fees	Instruction
State Government	Instructional Support
Grants and Contracts	Research
Federal Government	Public Service
Auxiliary Services	Student Services

**Process for prioritizing use of \$500,000:** The Deans distributed a draft of a memo for prioritizing the annual \$500,000 savings resulting from the college combination. Start-up funds for new faculty lines, being one-time costs, will be handled separately. J.A. Stout raised the question about possibility of some dollars being allocated to leverage Extension positions. Dr. White indicated these ideas could be part of department requests – cross-cutting across teaching/research/extension. Criteria and priorities were discussed, including the need for guidance as to how requests will be evaluated and what are the criteria. There is need for discussion to establish College priorities to assist the new dean. Approach could be by working with faculty to establish department priorities. S. Hendrich emphasized that the role of faculty is very important, especially in the new college. Is there potential for increasing enrollment in some areas? Dr. White stated there needs to be language developed to enhance the academic profile of the new college nationally and internationally; signature areas need to be developed that allow us to do that.

The question was raised as to how Foundation proposals fit into this. Dr. White indicated the proposals should be sorted out in February and March.

Drs. White and Thomas will take ideas discussed today and develop a statement.

#### Committee on committees

Suggestion is to take the committees from the two colleges and devise a committee structure by July 1. Promotion and Tenure procedure will remain the same for the first year.

#### Research support process, grants and contracts

This topic was not discussed today – will be discussed at future meetings.

Space, renovation, moving: Changes in MacKay for FSHN, AESHM and HDFS  
No discussion

Communication/marketing

Dr. White shared information from Sue Ellen Tuttle and Cathy Curtis regarding the *ISU Daily Career Tab* which will be published in February. It was discussed whether to place the ad separately for each current college, adding a line regarding combination; or whether to do a joint ad, listing all majors. A copy of the joint ad was circulated and Cabinet supported the combined ad.

The following topics were not discussed at this meeting.  
Graduations

Electronic Portfolios for Faculty, University-wide system?

Status on Personnel Issues, Human Resources

Other items previously identified/ addition of any more  
SEA/CEES funds distribution  
Research support

Computer issues  
Adoption of uniform annual report system  
Technology infrastructure

Advising Models – differences in the 2 colleges; staffing issues

Development issues; Donor relations; Ring of Life; Scholarships – at college level

Archiving – Tanya Zanish-Belcher, University Library  
Legislative Relations – Jon Murphy (Washington, D.C. liaison)

Dean's portraits/art collections  
4-H youth development

