

Department Heads Council – Minutes – 25 September 2018.

- **Provost Smith provided details** for new policy on emeritus status. This will be available to exceptional profs, and is not a reward for time served.
- Also noted work load and search committees all formed.
- Provost requested all searches be conducted “as a sprint.” If you provide a thirty-day window to examine candidates, have a short list by day 32. *Moving forward as rapidly as possible insures our chance to get the best candidates.* Don’t close a search right before the December holidays.
- Provost noted credit hour production is down <-02%> from last year. This is worth about \$1 million. Low retention is part of the problem.
- Provost asked us to “take a hard look at courses you offer.” Do you have more electives than needed, but not enough 1000/2000 level courses?
- Dr. Linda Most, Chair Library Science, asked Provost about summer pay schedule. He responds that there is no longer a summer budget, and that every class from summer will turn a profit. If profs are willing to accept less than 10% in compensation, small classes can still make, as long as they represent a net gain for the University. Provost went on to explain that summer classes were designed to provide extra income for faculty, help students progress towards graduation, *but must* produce a \$3 million surplus to cover the shortfall in credit hour production.
- **Ashley Cooper, Assistant Director of HR**, spoke on a major overhaul of their website. Feel free to contact them with any questions.
- She also mentioned a mentoring program for staff – tips and tricks for making your new job productive and pleasant. In addition, there is a Peer Grievance Process for Staff being developed.
- **Keith Warburg informed about ePro purchases** for marketing and printing creating an additional step in the approval process, in order to make all VSU imagery consistent. He suggested that the Print Shop should have first right of refusal, and will help with suggestions of other printers if they can’t produce your needs.
- Warburg also noted they had an average approval time of six minutes. There is a new electronic filing process set to start in mid-October – this to replace the current paper trail.
- **Dr. Donna Sewell, Chair of English, provided details on our strategic plans.** She asked chairs to communicate with their faculty on a series of electronic feedback questions.
- **Dr. Kate Warner spoke on how the Student Success Council** was identifying barriers to student success.
- **Vice President Sharon Gravett spoke on the 15/ 16 October extravaganza at our Book Store.** Reminded us that the Board of Regents is worried about the high cost of textbooks. In Spring 2019, no/ low/ high costs for text books will be listed in Banner for all classes.
- **Dr. Fred Knowles, Director of Native American Studies**, spoke on his program.