

DEAN'S COUNCIL MEETING
October 2, 2017
Ag Hall Conference Room
12:00 PM

ATTENDEES: Ron Rosati, Jennifer McConville, Barb Berg, Doug Smith, Mary Rittenhouse, Tee Bush (absent), Brad Ramsdale, Jeremy Sievers, Catherine Hauptman (recorder)

GUEST: Tina Smith

WELCOME Ron Rosati opened the meeting

MINUTES

- The minutes of September 25, 2017 were reviewed. Doug Smith moved to accept the amended minutes, Eric Reed seconded, motion carried. Minutes were approved as amended.

ENROLLMENT PLAN

- Tina Smith joined the meeting and presented her enrollment strategic plan. The plan was reviewed by Dean's Council.
- Discussion was made
- Tina will update the changes discussed and bring to an upcoming Dean's Council.

EVENT PLANNING SYSTEM

- Jennifer McConville reviewed the Event Planning System.
- Pricing needs to be determined for certain non-NCTA events. This will be discussed in Executive Staff. No one is being charged for any events at this time. Fees will be charged only for non-related NCTA events.
- More concerns were voiced about the Events Planning process. Jennifer will address the concerns and return to Dean's Council.

BUDGET

- Jennifer distributed each department's budget and distributed SAP printouts for current status.
- The October 16th budget recommendations will be given to each department regarding the upcoming fiscal year budget.
- See the timeline here:
https://ncta.unl.edu/documents/Faculty_Staff_Resources/NCTA%20Adjunct%20Faculty%20Budgeting%20Procedures.pdf

THANKSGIVING BREAK

- A reminder that students staying during Thanksgiving break need to complete a permission form through Jennifer. She distributed this form to faculty for students staying during break. Also, the department responsible for the student's presence is to ensure that students are safe and okay over the holiday break.

SUMMER SCHOOL

- Dean Rosati discussed summer school and Pell grants for the summer.
- NCTA is exploring more classes for summer 2018 since financial aid is now available for students.
- Recommendations were made to design the class schedule and offerings so students are aware of the courses and expectations.
- This is a proposal thus far, and Dean Rosati will discuss it further at the Open Forum on Wednesday.

WINTER INTERSESSION

- The Business and Technical Writing course with Eric Reed was reviewed for a possible winter intersession schedule.
- Discussion was made.
- Dean's Council had some concerns but no strong objections, so will move forward.
- This will continue to be discussed for possible winter intersession.

PPE POLICY

- The University of Nebraska Personal Protective Equipment (PPE) policy was reviewed
- Dean Rosati wanted to remind everyone to make sure the PPE Policy is being exercised throughout campus.
- The Dean's Office has purchased 120 safety glasses to distribute around campus.

OPEN FORUM AGENDA

- There will be an Open Forum on Wednesday, Oct. 4 at 4:00 PM. The agenda for the meeting was reviewed.

STATEWIDE ADVISORY DATE

- The date for the Statewide Advisory is tentatively scheduled for Tuesday, Nov.14 from 10:00 A.M. to 2:00 P.M.
- This item will be on our agenda until the meeting occurs.

OTHER BUSINESS

- NCTA Discovery Days is Monday, Oct. 9 so Dean's Council will not be held.
- A reminder that Academic Council will be Monday, Oct. 23. Send agenda items to Catherine Hauptman.

The meeting was adjourned at 1:00 PM.
The next Dean's Council meeting is Monday, October 16, at 12:00 PM.