**Admin Council Meeting Minutes**

February 1, 2021, 4:00-5:00 PM

Held Remotely Via Zoom at: <https://cuboulder.zoom.us/my/molenaar>

Agenda

* Dean’s and Faculty Search Updates
* Inclusive Culture Council
* ProReady Undergrad Research & Student Organizations
* Faculty and Staff Performance Evaluation Discussion
* CU Engineering Online Discussion
* New CEAS RAP/LLC/FYAE Proposal
* Campus Budget Redesign
* FY22 Budget Reduction Planning

Interim Dean Keith Molenaar began the meeting at 4:00 p.m., greeted the group, and thanked them for their hard work.

**Dean’s and Faculty Search Updates**

The provost is currently in negotiations with the top candidate for the next Dean. Keith expects the next Dean to be announced and finalized by the end of the month. Tenure track faculty searches are happening now, and we are very excited for the way that the college search is happening. Thank you to all the chairs, committees, and staff for their work and for keeping diversity at the forefront. We are at about 16 interviews for the 4 interviews across the college.

**Inclusive Culture Council**

The goal is to create a College Inclusive Culture Council that will be written into the College rules this Spring. Assistant Dean Terri Wright thanked all for their nominations to serve on the committee. The committee will have 17 members with representation across all positions and disciplines. The goals of this semester is to have a draft of the language, membership, etc. by mid-March. They look forward to hopefully receiving a positive vote by the end of the semester.

**ProReady Undergrad Research & Student Organizations**

CEAS Staff members Ben Weihrauch, Sharon Anderson, and Andrew Wingfield gave a presentation on ProReady, Undergraduate Research and Student Organizations. Over the past couple of years, undergraduate research and the ProReady program have been growing substantially. The goal today is to get strategic feedback and comments on their ideas on how to expand.

Q: How far along are we in getting badges/micro-credentials for departments and programs?

A: This program has been pushed aside for the meanwhile due to other priorities. It has been getting mixed review from various stakeholders, regarding the value that it adds to a students’ resume.

Q: I am very appreciative for the ProReady program. Are you looking for feedback with department relationships or program development?

A: Program development. We are looking for what the College sees as important for student professional development.

Q: Is this something that each department would have to implement, or is it a broader system?

A: Implementation could happen at the College level in terms of framework and guidelines, but each department should also be doing things to do an analysis on what their students and opportunities are.

**CIM Overview**

CEAS Staff Member Kammie Slavin gave a brief presentation on the course management system. As of January 2021, this system now exists for programs. The programs, plans and certificates are going to have a two-step process for submitting a new proposal. Step one involves a workflow proposal. Once that is approved, step two is submitting the entire program proposal. Curriculum coordinators should submit for undergraduate programs, and graduate program advisors should submit for graduate programs.

**Faculty and Staff Performance Evaluation Discussion**

Assistant Dean Cherie Summers spoke on performance evaluations and reiterated that annual performance evaluations are due to Steph Prokop by Feb 28. Please meet with your staff to reflect on the past challenging year. Many goals may not have been met this past year; instead, take looks at how employees have stepped up, engaged, showed support, etc. Please try to be flexible and understanding.

**CU Engineering Online Discussion**

Discussions have been happening on how to leverage digital delivery of education to enhance our reputation and outreach. We are trying to move ahead on ways to deliver education electronically effectively. Our College needs to lead that conversation. The ECEE department has graduated their first Coursera Master’s Degree student in England. The Coursera MS in Data Science launched this May. There have been over 30K expressions of interest and in our first Coursera/CU webinar for prospective students last week we had 600 participants. Enrollments still speculative. There are several other conversations that are ongoing now regarding how to expand via Coursera.

**New CEAS RAP/LLC/FYAE Proposal**

Residential academic programs (RAP) and LLC’s have immense value for the a sense of community and retention numbers at CU. Campus told engineering that one of the RAPs needed to be at Will Ville, which may create inequity on students choosing a RAP based on location. Therefore, we are looking at moving all RAPs and LLCs to Will Ville (Engineering Academic Village). Imagine a new lab or makers space located at Will Ville to supplement this. Alternatively, we could be isolating students by being further from main campus; however, we could also create a great sense of community.

**Campus Budget Redesign**

Campus is beginning a strategic budget redesign. We are looking at changing to an incentive-based budget, where there is incentive for different parts of the CU mission (enrollments, research, diversity, etc.). This would be starting FY2023. There will be three committees (executive sponsors, strategic alignment committee, design committee) to continue speaking on this topic.

**FY22 Budget Reduction Planning**

The Provost and Chief Operating Office are asking the campus to prepare for continuing budget cuts that will start in July 221 and end in June 2022. The college needs to come up with a three, four and five percent reduction. We are looking for transparent input this spring over the next few months. Please communicate this positively