



Snow College Dean's Council Meeting Minutes
November 5, 2012

IN ATTENDANCE: Dan Black, Sheryl Bodrero, Ron Lamb, Sue Dalley, Michael Medley, Steve Meredith, Dr. Gary Smith, Beckie Hermansen, Heather Boren

1. Welcome

2. Approval of Minutes: 10-29-12, Approved

2.5. P-Card Policies - Handouts provided

Reorganizing, Robin Gore will now help with grant reporting and also take on P-Card statements. No longer keeping P-Card statements for 6 month, there will be a monthly audit to be completed by the 20th of each month in order to catch fraud earlier.

3. Student Travel Proposals - New function for us. Need to approve those that would be good for Snow. Were they well written? Budget ~ \$40,000. Score sheets handed out and select proposals approved.

4. BluePrint - Was there is a discussion with Faculty? Not really. Has served as a good guide internally and externally. Have thought of a few new ideas and would like to incorporate them in a new BluePrint and add new centers of opportunities. Does not need to happen in one year. Think in all programs, what can enhance our programs? Be creative! Not a budgetary document, it is to inform where we are going.

Action Needed: Add to 11/19 agenda.

5. Summer School – Accelerated Associate Degree still relevant? Not really, still run it this summer to see how it goes. Keep Mayester and have a summer 8 week semester? Acceleration July? Keep state dates at the discession of divisions, Camp/Institutes in June / July? Don't exceed course dates past July 31st, shorter better than longer. Encourage May focus, if not appropriate start later. Create an excel spread sheet of dates etc. Projects that are appropriate to complete in the Summer we can fund. Check with Marvin to see if we have any slated construction projects.

6. Update - Academic Policy & Procedures – Identified 5 sources- H.R., Catalogue, Snow College Web, Faculty Handbook (adjunct), Colleen files. What is the definition of a Policy? Our intent is to mix & match policies & then put them in a logical order more like SUU & WSU's's policy list. Alright to produce?

Action Needed: Bring to Dean's Council, Faculty Senate, and College Council.

7. **Other** –

Sheryl - Humanities purchase 200 licenses from Live Mocha for learning another language. Starting as a pilot program, extended to faculty or staff to participate. Pilot program for the next 9 months, email Sheryl if you are interested..

Mike - Development funds for Morris Casperson - Yes

Gary - Add Dept. Chair development to next weeks agenda.

Steve - Talked to Vance, we now have a junior class but no tuition waivers were available when Music was approved. The State Policy is there can be no more than 10% of tuition waivers. Hope that we can agree that the College would set aside 10% for Juniors and 10% for Seniors. Would like to see a change in Policy so students can continue. Cannot award 4 year scholarships, how can they? Will be talking to Marve & Spence. Draft a Policy?

Action Needed: Create a standard (non-music) 4 year Snow College Academic scholarship policy.