

Council of Deans  
January 7, 2020

SUMMARY

**Members present:**

Margaret W. Baker, Dean, School of Nursing and Health Professions  
Marcelo F. Camperi, Dean, College of Arts and Sciences  
Tyrone H. Cannon, Dean, University Library  
Susan Freiwald, Dean, School of Law  
Jeff Hamrick, Vice Provost, Institutional Budget and Planning & Analytics  
Donald Heller, Provost and Vice President, Academic Affairs  
Shabnam Koirala-Azad, Dean, School of Education  
Charles Moses, Interim Dean, School of Management

**Absent and Excused:**

Shirley McGuire, Senior Vice Provost, Academic Affairs

**Guest:**

**Exploration of Possible Changes to Cost Accounting for Full-Time Faculty**

Vice Provost Hamrick led a discussion about the possibility of changing the way that faculty costs are allocated to programs for the purposes of calculating contribution margins and for the graduate program review process. The change would entail better capturing where faculty spend their service time, particularly when their service is allocated to programs different from where their teaching is conducted. The group decided that the effort required to collect this service information from faculty and unit deans' office would be so burdensome that it would not be worthwhile in comparison to the added accuracy it would bring to the calculation of contribution margins.

**Under-Enrolled Course Policy Email Notification**

Provost Heller asked the deans to review his 12/25 email with draft language notifying faculty of the potential under-enrollment of a course they are scheduled to teach, and provide him any comments/suggestions.

The meeting ended with an executive session.

Summary prepared by Don Heller, Provost and Vice President of Academic Affairs.