

**Council of Academic Deans Meeting  
March 24, 2009**

**Summary and Action Items**

- **Energy Conservation:** Dr. Debbie Thorne serves on the Energy Conservation Committee and had several energy conservation efforts to share with the Council. A memo from Dr. Moore was distributed listing the energy conservation practices.

- **PPS 8.03: Evaluation of Deans excluding the Dean of The Graduate College and the Dean of the University College (Final Approval):** This PPS was discussed for final approval. Changes approved were: In section 9: A. “Each chair/director from each department/school within the college” will serve on the review committee. And, add section 9.g., “By September 30, the Provost will make available a summary of their dean’s summative review to the personnel committees of the department/schools within the college.”

The PPS was approved and will be distributed.

- **Presidential Seminar:** Posters announcing the President Seminar were distributed to each dean to be displayed in the college and department offices. A reception honoring Ms. Beverly Penn will take place on April 1, 2009, from 3:30-5:00 in the University Club. The Presidential Seminar will take place on April 8, 2009, from 3:30 – 5:00 in the Mitte Gallery, Joann Cole Mitte Building. All faculty have been invited to attend the seminar.

**Off-Agenda**

- Dr. Bourgeois clarified that during the summative review of chairs/directors, preferred practice is for the Dean to meet with, as a minimum, the personnel committee in the chair/director’s department to discuss the chair/director’s performance before the personnel committee provides a recommendation, through secret ballot of the personnel committee, concerning the reappointment of the chair/director. Dr. Bourgeois will work to clarify this step in the Summative Review section, paragraph 6, in PPS 1.10, Role, Evaluation and Step-Down Salaries of Department Chairs and School Directors.