

Council of Academic Deans  
September 9, 2014

**Summary and Action Items**

- **Travel Program Discussion:** Mr. Darryl Borgonah and Mr. James Webb announced to the Council that a new travel management program is being considered and wanted to get feedback from the Council regarding out-of-state travel and excess lodging. The Council agreed that approvals for out-of-state travel and excess lodging could end at the account manager level.
- **Block Scheduling Freshmen Class Schedules for Fall 2015 (- Spring 2016):** Dr. Dann Brown discussed the possibility of beginning block scheduling of class schedules for freshmen in fall 2015 to help make schedules more efficient.
- **Update to TK20 ePortfolio Faculty Qualifications:** Dr. Cynthia Opheim provided an update of TK20 ePortfolio Faculty Qualifications System. She presented a schedule of departments/schools implementing annual evaluation through the system in the next several years. Deans were asked to provide a college evaluation rubric and reporting plan if they had not already done so.
- **Undergraduate Admissions Report:** Dr. Heintze provided the Council with the undergraduate admissions report.
- **Graduate Admissions Report:** Dr. Andrea Golato provided the Council with the graduate admissions report.