

**Council of Academic Deans Meeting
August 30, 2011**

Summary and Action Items

- **Fall 2011 Preliminary Enrollment Report:** Dr. Michael Heintze distributed the Fall Enrollment History by Registration Date report. He noted that staff in the Registrar's Office was contacting students who do not have a payment plan in place and who are in jeopardy of being dropped because of outstanding balances
- **Academic Advisor Allocations:** Dr. Dann Brown distributed a general update on college advisor allocations.
- **Processing Donor Gifts:** Dr. Bourgeois distributed UPPS 03.05.01, Soliciting, Accepting and Processing Gifts and Grants from Private Sources as an annual reminder to deans.
- **Chancellor's Report:** Dr. Bourgeois distributed the Chancellor's Report, "Picking up the Pace" that was discussed at the Board of Regents' meeting on August 19, 2011.

Off Agenda

- **Salary Review:** Ms. Gaye Korenek gave the deans an update on salary review for both staff and faculty. Human Resources will send out information to department heads this week and she will distribute the spreadsheets that were submitted for faculty last spring. Deans will have the opportunity to review the spreadsheets before salaries are loaded, effective 10/1/11.