

**Council of Academic Deans Meeting  
March 22, 2016**

**Summary and Action Items**

- **Performance Management Process Update:** Dr. Barbara Sanders provided the Council with an update on the new staff performance management process. Dr. Sanders serves as one of the Division of Academic Affairs' representatives to the implementation team.
  
- **Commencement – Role of Marshals and Student Request to Attend Other Ceremonies:** Dr. Debbie Thorne reminded the deans of the importance of the roles of all marshals at each commencement ceremony. Discussion was also held amongst the deans regarding students requesting to attend other ceremonies.
  
- **Guidelines for Start-Up Funding:** Dr. Cynthia Opheim distributed a document of general guidelines for new faculty start-up packages. Some modifications are being considered.
  
- **Undergraduate Admissions Report:** Dr. Michael Heintze provided the Council with the undergraduate admissions report.
  
- **Graduate Admissions Report:** Dr. Andrea Golato provided the Council with the graduate admissions report.