

Council of Academic Deans  
October 13, 2015

**Summary and Action Items**

- **What's New in HR:** Ms. Michelle Mortiz provided an update to the Council regarding the Affordable Care Act.
- **Cell Phone Service Allowance:** Dr. Cynthia Opheim announced that several requests for cell phone service allowances had been submitted to the Office of the Provost for administrative assistants. These requests will be denied unless accompanied by proper justification. Dr. Opheim reminded the Council that the job duties that require the cell phone must be an integral part of the employee's job and UPPS 05.03.11, Wireless Cellular Communication Services, states that this requirement will be included in the individual employees' GOJA.
- **SPI Reminder for Faculty, Departments/Schools, and Colleges:** Dr. Ron Brown reminded the Council that SPI evaluations will be sent to students and faculty online through the ePortfolio system. SPI evaluations will be open by November 10, 2015 and will close on December 4, 2015 at 5:00 p.m.
- **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.