

May 24, 2006

TO: Members of the Re-organization Evaluation Committee

FROM: Ruth Smith

RE: Minutes of the May 1, 2006 meeting in Adm. 1-47

All the Committee members were present.

The minutes from April 6 were approved with minor corrections.

The Committee discussed the various documents submitted by Deans Berry, Fandal, and Thomas. The overarching themes and problems seemed to be:

- a. Micromanagement from above the dean's level which often confused the plans for adjustment;
- b. Unclear policies and procedures (foundational );
- c.. Unclear defined roles;
- d. Lack of consideration given to the individual/specific needs of departments;
- e. Customer Service Compromised
- f. Apathy (Morale Issues)
- g. Monetary Issues

The Committee then began to outline a strategy for investigating these themes and determining what impact had been felt by students, faculty, administrators, and staff. The consensus was that the re-organization framework was very broad and that much of the concern has arisen because of a lack of specific plans and guidelines, that the efforts by deans and department heads to develop those structures had been stymied by micromanagement from above, and that the Committee needed much information before beginning to suggest plans of action for consideration. One question is how much money was actually saved and where was it used? Another concerned the impact on students, and the Committee will look carefully at the Student Satisfaction Survey when it is released in the summer. Committee members indicated that each department is unique and these differences should be considered. (i.e. large departments with several programs, departments that are required to meet several accreditation boards mandates.) Discussion concerning the foundational framework that was used to reorganize the campus took place with questions as to why some departments were able to keep 12 month department heads and secretaries.

As a first step in obtaining information about students, it was proposed that the Committee devise a general questionnaire to be circulated at the Graduation Rehearsal. The purpose of the instrument, which will be very broad in nature, will be to determine to what extent students were even aware of a re-organization and, if they were, how it affected them this past year. The document will be framed to elicit personal responses and will be worded in a positive manner. Students may have no response, and this

portion will also give the Committee needed information. Drs. Smith and Sanders will draft the questionnaire for the Committee to review before putting it in its final form. If this survey seems adequate, the Committee will use it to seek input from department heads, faculty, and staff in addition to holding meetings with various focus groups.

Dr. Smith will meet with President Cofer on Wednesday, May 3. She will ask the President for information about the financial impact, articles or books which he may recommend which describe how the re-organization should work, and his input on the questionnaire.

The next meeting will take place after graduation unless there is some need to meet earlier.