



Administrative Structure Ad Hoc Committee

Minutes

Date 08/26/2013 Start Time 1:00 PM Adjournment Time 3:00 PM Location AA 640
 Type of Meeting Regular Special

CHAIR	Dr. Eric Pani
SECRETARY	Dr. Judy Fellows
ATTENDEES	Dr. Pani, Dr. Fellows, Dr. Michael Camille, Dr. William McCown, Dr. Paul Sylvester, Ms. Karen Niemla, Ms. Kelli Cole, Ms. Shelley Johnston
ABSENT (EXCUSED)	Dr. Anna Hill (excused)

Agenda

GENERAL ANNOUNCEMENTS	
<p>Dr. Pani announced that the committee's charge is to develop recommendations regarding how to best form the administrative structure in Academic Affairs to maximize performance under the new strategic plan while cutting costs. The target date for completion is prior to October 1, 2013, when an additional \$1.5 million dollars must be cut from the budget to reduce the spending of restricted funds. The end goal is to reduce administrative costs. This ad hoc committee will not be making decisions, but will present ideas and act as a sounding board to Dr. Pani.</p>	
DISCUSSION TOPICS	
<ol style="list-style-type: none"> 1. Dr. Pani led the discussion of a document with the heading, "Academic Affairs will operate with these principles". <ol style="list-style-type: none"> a. He emphasized that all employees play a role in student success (enrollment, retention, graduation, employment). b. It is important to stress academic quality with an emphasis on learning, not teaching. c. Students must have knowledge in the discipline and the skills to succeed. d. ULM must distinguish itself and lead the way. e. Active partnerships must be developed on the regional, state, national, and international arenas. f. ULM must become a place where people want to work so they have a sense of purpose and ownership. g. ULM must become more visibly involved in the community. More publicity about Student Internships was mentioned. h. ULM must have a reputation for quality wherein everyone gives their best all of the time. If a person is not performing at their optimum, the supervisor needs to help them develop a plan for improvement or have them re-assigned. i. Summary of the charge to the committee: Make recommendations for decisions that will advance the Strategic Plan and improve the University. 2. ULM Strategic Plan: Dr. Pani gave the committee members a copy of the Strategic Plan for them to review before the next meeting. 3. The members watched a TED Video. <ol style="list-style-type: none"> a. Where do good ideas come from? They are not typically from an "ah-ha" moment, but rather 'network firing'. b. Many good ideas come during weekly staff meetings, but many good ideas have long incubation periods. c. It's important to spend time connecting ideas rather than so much time protecting ideas. 4. Committee was provided with the following documents: <ol style="list-style-type: none"> a. ULM Organizational Chart b. Information from "Reinventing Higher Education" and "Crisis on Campus". c. Policies and Procedures: Faculty Administrators Salary 5. Draft 1: Academic Organization <ol style="list-style-type: none"> a. The committee is to discuss this DRAFT with their constituents and others across campus. Dr. Pani indicated that the draft is a starting point and that the final document will most likely be different from this one. b. This organizational structure uses the English models of "Faculties" and "Schools". 	

CONCLUSIONS

Committee members will discuss the draft with their constituents and the campus community. The committee will meet Wednesday, September 4 at 1:00 p.m.

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

Discuss the draft with campus constituents and be prepared to discuss any comments or recommendations at the next meeting

All committee members

September 4, 2013