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Editor: Fran Peck

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#### **CCAS ADDRESS**

P.O. Box 873108, Arizona State University, Tempe, AZ 85287-3108. Phone: 480-727-6064. FAX: 480-727-6078. EMAIL: ccas@asu.edu

#### CCAS Web Page Upgrade

# The CCAS web site (<u>www.ccas.net</u>) has been upgraded!

#### New features include:

A Membership Form and Decanal Staff Update that can be filled out and submitted via the Web. The member/decanal staff update form can be found in "About CCAS" and click on "Decanal Update" at the top of the page.

The Job Posting section has been moved out of the Member Only Area

This year The New Hires Survey will be conducted on the Web.

Alphanumeric passwords to the "Member Only" area (see PAGE 5 for Instructions)

Let us know if you have <u>any</u> difficulty accessing the CCAS website. Our goal is to make the site accessible to all, not to make "flashy".

#### SALLY FROST MASON JOINS PURDUE AS PROVOST

Sally K. Frost Mason, President of CCAS and dean of the College of Liberal Arts and Sciences at the University of Kansas, will return to her alma mater, Purdue University, as its next provost, effective July 1. Frost Mason, whose appointment is subject to the approval of the Purdue Board of Trustees, will succeed Robert L. Ringel, who has served as Executive Vice President for Academic Affairs since 1991.

## From President-Elect Holly Smith

# Call for program proposals for the 2001 Annual Meeting to be held in Washington, D.C.:

The 2001 annual meeting of the Council of Colleges of Arts and Sciences will be held on November 7 - 10, 2001 in Washington, D.C. at The Washington Hilton and Towers. I hope you will plan to attend, and I am writing now to encourage you to take an active role in the program by proposing topics for sessions, and by offering to be among the presenters.

As always, the Program will treat a variety of topics, some of general interest and others aimed at more specific groups or concerns. Some topics are perennial favorites, and others were suggested in the evaluations from the 2000 meeting. But we need your ideas, too.

There is no overall theme to the 2001 meeting, but CCAS is an organization devoted to deans sharing experiences and expertise to assist other deans with their duties. Among a host of possible topics, consider the following:

> Distance learning in the Arts and Sciences Preparation of teachers as a collaborative activity between Arts and Sciences and Education Development and fund-raising: for beginners, for experienced deans, in smaller or larger institutions

Student outcomes assessment of general education and of the disciplinary majors

- Partnerships between Arts and Sciences colleges and private industry
- Issues on unionized or unionizing campuses Teaching our graduate students how to be effective teachers

Changing standards of regional accrediting agencies

Should the Arts and Sciences college split into smaller colleges?

Interdisciplinary programs: how we can help them thrive

Attracting and keeping good associate deans

Career paths for deans: returning to the faculty, moving to another deanship, becoming provost

Managing the budget in a fiscal crisis

Helping department chairs acquire the skills they need Part-time faculty workloads and rewards

Involving faculty, staff, and students in college governance

Faculty retention: new problems, creative solutions Bringing Student Affairs and Academic Affairs closer together

The role of deans in planning new academic buildings Dealing with sky-rocketing start-up costs for new faculty

In addition, we need volunteers for the following roles:

New Deans Workshop presenters Case Study session leaders Deans Clinic panelists Breakfast conveners Lunchtime table theme leaders

For additional information, contact:

Holly M. Smith, Dean Chair of the Program Committee College of Social and Behavioral Sciences University of Arizona Tucson, Arizona 85721 Phone: (520) 621-1112 FAX: (520) 621-9424 hsmith@u.arizona.edu

## Change in Refund Policy for CCAS Seminars and the Annual Meeting

The CCAS Board of Directors has approved a new, more liberal refund policy for those who must cancel their registration to seminars or workshops. Effective immediately, **for written cancellations** received in the CCAS office by 5:00 MST of the deadline date (generally three weeks from the start of the seminar), CCAS will refund the registration fee less a 10% administrative fee. Between the deadline date and the start date of the seminar, **for written cancellations** CCAS will refund 50% of the registration fee. No refund will be provided to those who fail to show for the seminar without prior written notice.

#### MEMBERSHIP RENEWALS

Your 2001-2002 membership renewal information will be sent to you shortly. You will be asked to confirm your membership entry, including names, email addresses, and phone numbers for you and your associate and assistant deans. Updating this information ensures that we accurately represent your institution in the 2001-2002 CCAS Membership Directory.

You can update your information on the CCAS web site at http://www.ccas.net/. This will automatically be entered into a database, which will be used to update our information.

Please provide your nine-digit US Zip Code. This information will facilitate efficient mailings to you and will save the organization some postal fees on larger mailings.

Note that your dues payment does not have to accompany your renewal. It is imperative that confirmation of your renewal and any updates and corrections be received in the CCAS office as soon as possible. Please return your renewal information promptly; please fax this information, if possible.

Often staff and address changes are not received before the deadline. The consequence is incorrect data on file at CCAS and in the *Membership Directory*. **Please, either confirm the accuracy of your data or inform us of changes.** Our goal is an accurate entry for you and your institution. **Note**: Because Carnegie has changed their classification system, we have added Carnegie Classifications on the renewal form this year. Please circle the classification appropriate for your institution.

#### →<u>REMINDER ABOUT CCAS MEMBERSHIP</u>←

The CCAS Member is the <u>INSTITUTION</u> not the Dean or the individual College. When the institution calculates the number of degrees, remember to include all degree-granting colleges of arts and sciences disciplines in the total. It is up to the institution to divide the dues among the colleges. Some institutions divide the dues equally, some institutions divide the dues based upon the size of the college, and others rotate the dues responsibility between colleges on a yearly basis. Deans, please speak with your colleagues and determine your institution's method.

If a Dean moves from a CCAS member institution to a non-member institution, the Dean must apply for CCAS membership for the new institution to have the benefits of CCAS membership.

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# **CHANGING OF THE GUARD**

Steve Doblin, Dean, College of Science & Technology, University of Southern Mississippi to Executive Vice President for Academic Affairs at Lamar University in Beaumont, Texas.

John Leipzig from Interim Dean of the College of Liberal Arts at the University of Alaska Fairbanks to Dean.

Dr. Amelia J. Harris to Dean of the Faculty and Vice Chancellor for Academic Affairs at The University of Virginia's College at Wise.

Shirley F. Manigault to Interim Dean of the College of Arts and Sciences at Winston-Salem State University.

Aaron Horne to Dean of the College of Arts and Sciences at Winston-Salem State University effective July 1, 2001.

Ellis E. Sykes to Interim Dean of the College of Arts and Sciences at Albany State University.

Stan L. Albright, Dean of Humanities, Arts, and Social Sciences at Utah State University to provost and executive vice president.

Gary Krahenbuhl, Dean of the College of Liberal Arts and Sciences at Arizona State University to Senior Vice President at Arizona State University.

Linell Cady to Interim Dean of the College of Liberal Arts and Sciences at Arizona State University and Secretary-Treasurer for CCAS.

Fred P. Pestello, Associate Dean of the College of Arts and Sciences, University of Dayton to Provost and Senior Vice President for Educational Affairs.

Susan P. Conner, Associate Dean of the College of Humanities and Social and Behavioral Sciences, Central Michigan University to Vice President and Dean of the College at Florida Southern College.

Ralph Koprince to Associate Dean of the College of Arts & Sciences University of North Dakota.

Allan Brawley to Interim Dean of the College of Arts and Sciences at Arizona State University West.

Samuel E. Casselberry to Acting Dean, School of Humanities/Social Sciences, Millersville University of Pennsylvania.

Kerry S. Grant, Dean College of Arts and Sciences at the University of Buffalo (SUNY), to Vice Provost for Academic Affairs and Dean of the Graduate School. Charles Stinger to Interim Dean, College of Arts and Sciences at University of Buffalo (SUNY).

John P. Lehoczky to Dean of Humanities and Social Sciences at Carnegie Mellon University.

## FISCAL ISSUES AND MARKETING & MEDIA SEMINARS SYNOPSIS

About 50 people participated in the Fiscal Issues and Marketing, Media and the Arts and Sciences Seminars in San Antonio, Texas. The facilitators of the Fiscal Issues Seminar were Patricia Hanna, Dean of Humanities at University of Utah; Helen Peters, Development Officer in Humanities at the University of Utah; and Saul Fisher, Associate Program Officer with The Andrew Mellon Foundation. Michael Steinman, Associate Dean of the College of Arts and Sciences at the University of Nebraska-Lincoln was the Director of the Fiscal Issues Seminar.

The facilitators for Marketing, Media and the Arts & Sciences were E. Terrence Jones, Professor of Political Science at the University of Missouri-St. Louis, and Christopher Simpson, Vice President for Public Affairs and Governmental Relations at Indiana University.

Director of the Marketing and Media in the Arts and Sciences Seminar, E. Terence Jones, had this to say about the experience: "Fourteen arts and sciences deans, associate deans, and marketing directors participated in the Marketing, Media, and Arts and Sciences Seminar February 11-13 in San Antonio. The revamped seminar continues to give participants media relations training, including a mock television interview for each attendee, but now also introduces them to integrated marketing communications, a strategic approach to convey messages more effectively."

# CCAS SEMINARS UPDATE

The CCAS Deans' Seminar will be held in New Orleans, Louisiana, March 29-30, 2001. The Le Meridien Hotel New Orleans is a AAA-Four Diamond Award Winning Hotel since its opening in 1984 and stands directly across the street from the exciting French Quarter. Faculty Issues is the topic of the 2001 Deans' Seminar. Elise Jorgens, Western Michigan University, is the director.

Brochures for the New Deans' and Departmental Chairs' Seminars were mailed in January. You should have received them by now. Please share these with your colleagues. The eastern venue for the Seminars is Williamsburg, Virginia, and the western venue is San Diego, California. See CCAS Services and Activities for dates and brochures can be downloaded from the CCAS web site (www.ccas.net).

The 2001 Special Seminar "Collaboration in Teacher Preparation," co-sponsored by AACTE and CCAS, will be held in St. Louis, Missouri at the Marriott Pavilion from September 20 - 22. Brochures were mailed recently. For additional information, contact the CCAS office.

# **NEWS & ANNOUNCEMENTS**

## CCAS Membership Renewal Drive and Membership Lapse Analysis

CCAS will be mailing out its annual membership renewal letter and application in May. Please check your address against the one on this newsletter to verify it is the correct one for the mailing. This is the address to which the application materials will be sent. We look forward to serving our members in 2001-2002.

We are trying to determine why institutions allow their membership to lapse. We will send out letters to those institutions beginning in early March. CCAS welcomes feedback from members and non-members on how we can better serve you and your institutions.

# News from the Pew Grant Program

From The Pew Program in Learning and Technology list

Twenty institutions have been selected by the Pew Grant Program in Course Redesign to move to the next stage of the Round III application process. Importantly, fourteen of the twenty are CCAS member institutions. Threeperson teams from the 20 institutions will participate in a program workshop in San Antonio, TX on March 15-16, 2001. Following that workshop, each institution will be invited to submit final proposals. The program anticipates making 10 awards in Round III.

The institutions selected are:

Arizona State University \* Brigham Young University California State University, Chico \* Drexel University \* Florida Gulf Coast University George Mason University \* Iowa State University \* Iowa State University \* Northern Arizona University \* Ohio State University \* Portland State University \* Prince George's Community College Rochester Institute of Technology \* Shoreline Community College Tallahassee Community College University of Kentucky \* University of New Mexico \* University of Southern Mississippi \* University of Wisconsin-Milwaukee \* Worcester Polytechnic Institute

\* denotes CCAS member institutions



Need Carnegie Classification information for 2000? This web site has 2000 Carnegie Classification data available for download as an Excel spreadsheet. http://www.carnegiefoundation.org/Classification/index.htm

How about Institutional Characteristics going back to 1989? This one is not for the squeamish! It is in a raw ASCII data file, but does come with a readme file, a SAS syntax file, and a Microsoft Access database in which the raw data files can be imported. http://nces.ed.gov/lpeds/ic.html

The Center for Academic Transformation is a source of expertise and support for those in higher education who wish to use information technology to transform their academic practices.

http://www.center.rpi.edu/

American Association for Higher Education, AAHE, is an individual membership organization that promotes change in higher education. http://www.aahe.org/

#### MANAGING YOUR CCAS LISTSERV ACCOUNT

Subscribers to the CCAS Listserv may manage their list access via email directly to the listserv server. Often this will be much quicker than requesting help from the CCAS office and it is quite simple to do.

To subscribe, send the message SUBSCRIBE CCASDEAN.

To unsubscribe to the listserv, please send the following message to <u>listserv@asu.edu</u>: UNSUBSCRIBE CCASDEAN

NOTE: The most frequent problem occurs when extra information, such as signatures are added to the body of the message. Do not include any other text!

If you have problems posting a message to the

# list using <u>CCASDEAN@asu.edu</u>, try posting to <u>CCASDEAN@lists.asu.edu</u>.

The listserv instructions say to post a message to all people post to <u>CCASDEAN@asu.edu</u>, but we have occasionally had problems with that address.

If you encounter problems using the list, please contact Fran Peck via email at <u>ccas@asu.edu</u>.

### Changing Passwords to Member Only Area of CCAS Web Site

There have been questions about accessing the Members Only area of the Web Site (<u>www.ccas.net</u>) and changing passwords.

Click on "**Mbrs Only**" menu bar on left side of screen, then using his last name and password we sent access the member only area. Click on "**Edit my profile**" and go to the bottom of the screen, type in new password in both "**Password**" and "**Password Confirm**" blocks and click "**SAVE**".

#### Beaver College changes name to Arcadia University

The Commonwealth of Pennsylvania recently awarded Beaver College "university" status. In recognition of their enhanced academic position, they have changed their name to Arcadia University effective July 16, 2001.

## Utah Valley State College Wins Hesburgh Award

Utah Valley State College is the winner of the 2001 Theodore M. Hesburgh Award, which recognizes innovative undergraduate faculty development programs. Utah Valley State College (UVSC) received the award for their "Faculty Excellence Through Ethics Across the Curriculum" (EAC) program.

In addition to the Hesburgh Award winner, four institutions were selected to receive Certificates of Excellence. Metropolitan State College of Denver, Denver, CO, was recognized for Bringing Adjuncts in from the Cold: The MSCD Experience, which uses full-time faculty to assist adjunct faculty to improve classroom skills and overall excellence; Missouri Southern State College, Joplin, MO, for Bringing the World to the Midwest: The International Mission at MSSC, a program enabling the majority of fulltime teaching faculty to have an international experience which they can later share in the classroom with students; University of Wisconsin System, Oshkosh, WI, for the Women and Science Program, which is designed to attract and retain more female and minority students in science and related fields through faculty development in creating improved classroom climates and better teaching; and the University of Nebraska at Omaha, Omaha, NE, for The Goodrich Scholarship Program, a multicultural program which provides financial support for faculty development programs to deal with problematic situations arising from a predominately white institution. All are CCAS member institutions.

#### **Position Announcements**

**PROVOST - Youngstown State University**. Screening of applications begins on March 5, 2001 and continues until position is filled. Appointment begins July 1, 2001. Applicants should submit a letter of interest that relates professional background to: Dr. George McCloud, Chairperson Provost Search Advisory Committee, Office of Human Resources, Youngstown State University, One University Plaza, Youngstown, Ohio 44555. Additional information: 330-742-3625 and e-mail: gmccloud@cc.ysu.edu.

#### VICE PRESIDENT FOR ACADEMIC AFFAIRS AND DEAN OF THE COLLEGE - Concordia College. Re-

view of applications will begin immediately and the appointment of the new chief academic officer will be effective in July 2001. Nominations and applications, which will be treated in confidence, should be sent to: Chair, Search Committee Vice President/Dean of the College, Concordia College, Moorhead, MN 56562 Please visit the following web sites for more information: www.cord.edu and www.academic-search.org.

**EXECUTIVE DIRECTOR – The Modern Language Association**. Send nominations or resumes preferably prior to April 15, 2001 to Sylvia Molloy, Chair of the Search Committee, Modern Language Association, 26 Broadway, 3<sup>rd</sup> Floor, New York, NY, 10004-1789.

Provost and Vice President for Academic Affairs – Adelphi University. Nominations and expressions of interest should be sent to Dr. Robert A. Scott, President, Chair, Provost and VPAA Search Committee, Adelphi University, South Avenue, Garden City, NY, 11530. The search is being assisted by Dr. Ronald S. Stead of the Academic Search Consultation Service. Confidential inquiries may be made at (202) 332-4049.

Dean of the Graduate School - University of North Dakota. Additional information is available at: <u>www.und.edu/graddean</u>. Review of applications will begin March 31, 2001. Applications, vitae, and three references should be sent to Dr. Richard Schultz, Chair, Graduate Dean Search Committee, C/O Office of the Provost, Box 8176, University of North Dakota, Grand Forks, ND 58202-8176. Dean of the Arizona International College - University of Arizona. University of Arizona announces a search for a Dean for a new, small, student-centered liberal arts college forming part of the larger university. The position is available during the 2001-02 academic year. For information, please contact Kathy Ott, Office of the Vice President for Undergraduate Education, Administration 501, University of Arizona, Tucson AZ 85721 or ott@arizona.edu.

## Former CCAS President Writes About Early CCAS History

E. Gerald Meyer, former CCAS president recently wrote to CCAS Past President Phil Certain about the early days of CCAS:

"Dear Dean Certain:

CCAS favors me in sending the Newsletter (which I edited for many years), and I enjoy reading the various items. Your Presidential Address was excellent and of particular interest in that it set the stage (in my case reset the stage) regarding CCAS.

You might be interested to know that what is now NASULGC was once two national organizations, one for non-land grant state universities and the other for land grant state universities. When the two combined the role of arts and sciences seemed to many of us to be substantially reduced (e.g. there was a Division of Agriculture and a Commission of Arts and Sciences). So a group of us decided it was proper to establish a separate organization. As I remember, the group included Os Fuller of Ohio State, Spoff English of Missouri, Walt Militzer of Nebraska, myself, and a few others. Originally CCAS was intended for the A&S deans of the NASULGC institutions, and of course, was expanded to encompass a much wider group. I am proud of having played a role in the early days of CCAS.

One other item that may be of interest, when I first started "deaning" almost all of my fellow deans were from the humanities and social sciences (I, like you, am a chemist). This has certainly changed over the years, and now there is a balance of disciplines represented.

Sincerely, E. Gerald Meyer Emeritus Professor and Dean"

# **CCAS SERVICES AND ACTIVITIES**

#### 2001 SEMINARS

National Site	San Antonio, TX, February 8-9
Marketing, Media	, and the Arts & Sciences
National Site	San Antonio, TX, February 11-13
Deans' Seminar	
National Site	New Orleans, LA, March 29-30
Seminar for Depa	rtment Chairs
Eastern Site	Williamsburg, VA, June 14-16
Western Site	San Diego, ČA, July 12-14
Seminar for New	Deans
Eastern Site	Williamsburg, VA, June 13-16
Western Site	San Diego, CA July 15-18
Seminar on Colla	boration in Teacher Preparation
National Site	St. Louis, MO, September 20-22
<b>CCAS Annual Me</b>	eting
National Site	Washington, DC, November 7-1

## Legal Issues Seminar

CCAS member institutions may schedule the Legal Issues Seminar with CCAS. Phone Ernie Peck at 480-727-6064 or email epeck@asu.edu.

#### Listserv

Approximately 400 members use the list to discuss issues in arts and sciences higher education. Members wishing to subscribe should send the message SUBSCRIBE CCASDEAN to listserv@asu.edu. Do not include any other message. Instructions will follow on how to confirm your subscription.

#### Mailing Labels

Members may purchase mailing labels from CCAS. Two different sets of labels are available: The "Deans Set" includes approximately 850 names and addresses of CCAS Deans; and the "Full Set," which adds the names and addresses of approximately 1820 associate and assistant deans of member institutions. The Deans Set may be ordered for \$50.00 ppd. and the Full Set for \$125.00 ppd.

#### New Hires Survey

CCAS New Hires Survey data is available free to member institutions that participated in the survey. Non-participating members may obtain the report for \$100.00.

#### Newsletter

CCAS welcomes your comments and suggestions and encourages you to submit essays and articles for publication. Submissions for publication will be considered on content and space available. Information should be sent to Ernie Peck or Fran Peck at CCAS.

#### Web Site

http://www.ccas.net. Information should be sent to Fran Peck at CCAS. The web page is being modified and updated, so we thank you for your patience and support. Our goals are to make the web site very user friendly and to increase traffic to the site.

#### Dean of the College of Letters and Science The University of Wisconsin-Milwaukee

The University of Wisconsin-Milwaukee invites nominations and applications for the position of the Dean of the College of Letters and Science (L&S). The Dean is the chief administrative officer of the College, reporting to the Vice Chancellor for Academic Affairs and Provost, and participating in a shared governance system with faculty and staff.

The University of Wisconsin-Milwaukee (UWM), Wisconsin's major public urban research university, is located in an attractive setting near the shores of Lake Michigan, and only minutes from the center of metropolitan Milwaukee. UWM offers a comprehensive liberal arts and professional education at the undergraduate and graduate levels to its 23,000 students and is one of the two doctoral-granting campuses in the University of Wisconsin System. The College of L&S is the largest academic unit of the University, with approximately 450 full-time faculty and professional academic staff. The College offers 46 undergraduate degree programs, 23 Masters programs, and 12 Ph.D. programs.

**Qualifications:** The position of Dean requires an earned doctoral degree and experience as a college or university faculty member and administrator. Candidates must be eligible for a tenured appointment as full professor in a department within the College of Letters and Science. Candidates will also be evaluated on their proven ability to:

Support diversity and inclusiveness in the recruitment, development and retention of faculty, staff and students;

Promote excellence in undergraduate and graduate education;

Provide leadership in sustained development of scholarly research and extramural funding;

Encourage collaboration among the College of Letters and Science, the university, the community, and other institutions of higher education;

Engage in advancing educational technology;

Administer effectively within a shared governance system;

Contribute successfully to initiatives in fundraising and alumni relations.

**Application Procedure:** This position is available August 1, 2001 but the start date is negotiable. Applications must include a letter of interest, curriculum vitae, and the names, addresses and telephone numbers of five reference persons. Review of applications will begin on March 26, 2001, and continue until a qualified candidate has been selected. Please submit applications or inquiries to:

Professor Corliss Phillabaum, Chair Search and Screen Committee for Dean of the College of Letters and Science The University of Wisconsin-Milwaukee P.O. Box 413, Mitchell Hall 225 Milwaukee, WI 53201 Or Fax to: (414) 414-229-5198 E-Mail to: tammyh@uwm.edu

We are being assisted in this search by Dr. Jean Dowdall, A.T. Kearney Executive Search. She can be contacted at jean.dowdall@atkearney.com.

Additional information about the University of Wisconsin-Milwaukee can be obtained from our Web site at: www.uwm.edu. For more information about the College, please visit: <u>www.uwm.edu/letsci</u>. UWM is an AA/EO employer.

## Canadian Council of Deans of Science Annual Meeting May 3rd-5th, 2001 Kelowna, BC, Canada

The annual meeting of the Canadian Council of Deans of Science will be held at the Manteo Resort Hotel, in Kelowna, British Columbia, in the Okanagan region. The meeting will start on Thursday evening (registration and reception), and will go on until Saturday, May 5th, around noon. Dr. Tom Brzustowski, president of NSERC (National Science and Engineering Research Council) will be present, and the following topics, among others, will be discussed by the participants: Research funding, Canada Research chairs, Relations between Science faculties and Professional faculties, and the funding of science education.

CCAS and CCDS signed an agreement last year during the CCAS meeting in Toronto, permitting their members to attend the sister organization's annual meeting at a reasonable cost. The registration fee for the CCDS meeting is 100\$CDN, with no surcharge for CCAS members.

For a more detailed description of the meeting's agenda, contact Jean Goulet, president CCDS (Jean.Goulet@usherb.ca), who will send you a registration form. To reserve a room at the conference site, call 1-800-445-5255, identifying yourself with CCDS. Room prices vary from 145\$CDN to 179\$CDN.

Council of Colleges of Arts and Sciences College of Liberal Arts and Sciences Arizona State University P. O. Box 873108 Tempe, AZ 85287-3108

CCAS Newsletter