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CCAS SEMINARS UPDATE

CANCELLATION OF THE PARIS DEANS SEMINAR

For the past two years, the CCAS Board has been entertaining the possibility of holding a Deans Seminar in Europe in collaboration with our fellow deans at the American universities. The proposal, in which the Board has been interested, is to hold a joint seminar in Paris with a focus on international programs and international education. Much planning and discussion has gone forward and we came quite close to scheduling this for May, 2004.

However, the Board has decided that in the current fiscal climate, few of us are likely to be able to avail themselves of institutional travel funds to attend such a seminar --- especially at a time when faculty travel is being cut and a trip to Paris by the Dean would be subject to multiple interpretations with few being complementary to the decanal traveler.

The Board continues to hope that when the economic times are better, this can be a high priority for a future Deans Seminar.

The New Deans' Seminar is scheduled for July 13- 16, 2003 in Minneapolis, MN. The Department Chairs' seminar is scheduled for July 10 - 12, 2003 in Minneapolis, MN. Brochures for the New Deans' and Departmental Chairs' Seminars were mailed in January.

From President-Elect Roosevelt Newson: 2003 CCAS Annual Meeting Update

If I base my projection for attendance at our Annual Meeting on the number of proposals I have received, then we are going to break attendance records in November. While credit for the projection of high attendance may be attributed to the Board, who made special efforts to encourage our membership to submit their proposals, it may be that this is that special year when there are a number of varied topics that are critical issues on our campuses. Maybe it is the venue (Orlando), or some combination thereof. Regardless, it is encouraging to the members of the Program Committee as we move into the final stages of planning. We are especially pleased with the response in light of the budgetary situation on many of our campuses. All indicators point to a great annual meeting----one that will be well attended, engaging, and rewarding. The members of the Program Committee and the Board look forward to seeing you in November. Don't wait; confirm your plans to attend early.

Roosevelt Newson, CCAS President-Elect

MEMBERSHIP RENEWALS

NOTE: A Change in the Renewal Process

Your 2003-2004 membership renewal information will be sent to you shortly. Membership renewal will be conducted in a two-phase process this year to make it move more smoothly. The first phase is gathering the information for the membership directory for the next academic year. The second phase is the invoicing. You will be asked to confirm your membership directory 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 2003-2004 CCAS *Membership Directory*.

As soon as you submit the updated Membership Directory Information Page(s), the CCAS office will fax a confirmation of their receipt and an invoice that will allow you to calculate your dues for the 2003-2004 academic year. Responding to this invoice by paying your institutional dues represents the second phase of this two-phase process. Please note that you will not receive an invoice until Membership Directory Information Page(s) have been received and acknowledged by the CCAS office.

By separating this membership directory/renewal process into two phases, we hope to clarify the purpose of each phase and to simplify the whole. We would certainly appreciate your comments about our efforts and would give careful consideration to any suggestions for improvement.

→**REMINDER ABOUT CCAS MEMBERSHIP**←

The CCAS Member is the **INSTITUTION**, 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.

Changing of the Guard

Thomas Isenhour, Dean, College of Sciences, Old Dominion University, to Provost and Vice President for Academic Affairs.

Lawrence Franks, Dean Saint Xavier University to Provost, Northeastern Illinois University.

Herman Saatkamp, Dean, School of Liberal Arts, Indiana University-Purdue Indianapolis, to president Richard Stockton College of New Jersey.

Michael Maggiotto, Dean, School of Letters and Sciences, State University of New York Brockport, to Dean, Sciences and Humanities, Ball State University.

Eric Herzik to Interim Dean, College of Arts and Sciences, University of Nevada, Reno.

Web Site Links for Decanal Staff

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>

IPEDS now has 2000 Institutional Characteristics data on their web site. <http://nces.ed.gov/ipeds/ic.html>

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. After the CCAS office receives the request and verifies that the subscriber is a CCAS member, the subscription will be approved.

To unsubscribe to the listserv, please send the following message to listserv@asu.edu: 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 CCASDEAN@asu.edu, try posting to CCASDEAN@lists.asu.edu.

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

Changing Passwords to Member Only Area of CCAS Web Site

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

Click on "**Mbrs Only**" menu bar on left side of screen, then using last name and password 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**".

Position Announcement

DEAN OF SCIENCE AND TECHNOLOGY- University of Southern Mississippi. Submit (i) curriculum vitae, (ii) names and addresses of five references, (iii) vision statement for the college and for personal scholarship, and (iv) statement of leadership and management style to: **Office of the Provost, College of Science and Technology Dean Search, The University of Southern Mississippi, Hattiesburg, MS 39406-5002**. Review of applications will begin immediately and the search will continue until a successful candidate is identified. It is anticipated that the position will be filled by July 1, 2003.

VICE PRESIDENT FOR ACADEMIC AFFAIRS - Minnesota State University, Mankato invites applications and nominations. This position is expected to be filled by July 1, 2003. One of seven universities in the Minnesota State Colleges and Universities system, Minnesota State University is a comprehensive institution committed to the academic and professional preparation of its more than 12,000 undergraduate students from 41 states and over 60 countries. With 1,700 graduate students, the University is the second largest provider of graduate education in the State. The University's undergraduate course offerings are ordered around its six colleges: Allied Health and Nursing; Arts and Humanities; Business; Education; Social and Behavioral Sciences; and Science, Engineering, and Technology. A number of its programs – nursing, engineering, theatre, women's studies, psychology, and computer science – have achieved national stature, and a total of 24 academic programs are nationally accredited. The University offers approximately 150 undergraduate programs and over 80 graduate degree, certificate, and specialist programs. The University budget for FY 2003 is \$100 million. The preferred candidate for this position should have a record of leadership and vision; significant senior level administrative experience in academic planning and management; a distinguished record of teaching and scholarly activity; experience in working effectively in an environment of shared governance and consultative decision-making; demonstrated commitment to and support for diversity; and the ability to provide leadership in the use of technology in teaching. Overseeing an operating budget of \$58 million, the vice president of academic affairs is the senior vice president and, of course, reports directly to the president.

Further information on MSU, Mankato, the Mankato area, MnSCU, and a complete job description, can be found at the following Web site: www.mnsu.edu. Those applications and nominations submitted before April 10 will be given preference, but applications will be accepted until the position is filled. Application material should include a letter of application; curriculum vitae; and the names and telephone numbers and e-mail addresses of five references. Please send materials to:

Chair, Vice President for Academic Affairs Search
309 Wigley Administration Center
Mankato, MN 56001

Phone: (507) 389-1111

Dr. Ted Lewis of Academic Search Consultation Service is assisting the search committee.

Confidential inquiries may be directed to Dr. Lewis at (202) 338-7745.

Member of Minnesota State Colleges and Universities. Minnesota State University, Mankato has a long-standing commitment to cultural diversity and is actively seeking to nurture and enrich its cultural, racial and ethnic communities. It is expected that the successful candidate shares in this commitment. AA/EEO

CCAS SERVICES AND ACTIVITIES

2003 SEMINARS

CCAS Deans' Seminar: Hyatt Regency, San Antonio, TX, April 10 & 11. Program Director: David A. Young, Arizona State University

CCAS Seminar for Department Chairs: Hilton Minneapolis, Minneapolis, MN July 10-12. Program Director: Ted Wendt, University of Wisconsin-Eau Claire

CCAS Seminar for New Deans: Hilton Minneapolis, Minneapolis, MN July 13-16. Program Director: Mel Netzhammer, SUNY College at Buffalo

2003 CCAS Annual Meeting: Hilton, Lake Buena Vista, FL November 12-15. CCAS President, P. Geoffrey Feiss, College of William and Mary. Program Chair: Roosevelt Newson, Illinois State University

SERVICES

Legal Issues Seminar: CCAS member institutions may schedule the Legal Issues Seminar with CCAS.

Listserv: Approximately 378 members use the list to discuss issues in arts and sciences higher education. Members wanting to subscribe to the CCAS Listserv 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 for certain mailings (position announcements, conference announcements, etc). Two different sets of labels are available: The "Deans Set" includes approximately 700 names and addresses of CCAS Deans; and the "Full Set," which adds the names and addresses of associate and assistant deans of member institutions and includes approximately 1700 names. The Deans Set may be ordered for \$50.00 ppd. and the Full Set for \$125.00 ppd. Contact the CCAS office for information on purchasing mailing labels

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.

Council of Colleges of Arts and Sciences
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CCAS Newsletter

***There are still spaces available for the CCAS
New Deans' Seminars
and Department Chairs Seminars in
Minneapolis, MN
July 2003
(www.ccas.net)***