

<b>INSIDE THIS ISSUE</b>	<b>PAGE</b>
<b>CCAS Seminars Update</b>	<b>1</b>
<b>Annual Meeting Update</b>	<b>1-2</b>
<b>Membership Renewal Information</b>	<b>2</b>
<b>Changing of the Guard</b>	<b>2</b>
<b>Web Site Links for Decanal Staff</b>	<b>2</b>
<b>Managing Your Listserve Account</b>	<b>3</b>
<b>Yahoo AcademicDeans List</b>	<b>3</b>
<b>Funding Opportunities</b>	<b>4-5</b>
<b>CCAS Services and Activities</b>	<b>5</b>
<b>Position Announcements</b>	<b>5</b>

### **CCAS ADDRESS**

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## **CCAS SEMINARS UPDATE**

The CCAS Deans' Seminar will be held in San Antonio, Texas April 4-5, 2002. The theme of this year's seminar is "Internationalization: Curricula, Students, and Faculty." Joseph Danks, Dean of the College of Arts and Sciences at Kent State 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. There are still spaces available for both seminars both venues. See CCAS Services and Activities for dates and brochures can be downloaded from the CCAS web site ([www.ccas.net](http://www.ccas.net)).

The New Deans' Seminar is an excellent professional development opportunity for newly appointed deans, but also for new assistant and associate deans.

Please note change in Department Chairs Seminar facilitator: Ron Mottram is unable to participate in the Chairs Seminar in San Diego, Nick Maroules, Chair of Department of Sociology & Anthropology at Illinois State University, will be replacing him.

The 2002 Special Seminar "Collaboration in Teacher Preparation," co-sponsored by AACTE and CCAS, will be held in Tucson, Arizona at the Westward Look Resort from September 22 - 24. Brochures will be mailed soon. For additional information, contact CCAS

## **From President-Elect Geoffrey Feiss: 2002 CCAS Annual Meeting Update**

The 2002 Annual Meeting of the Council of Colleges of Arts and Sciences will take place from Wednesday, November 13 to Saturday, November 16, 2002. The headquarters hotel will be the Hyatt Regency Embarcadero in San Francisco. I encourage you to attend. If you have had a spring of budget cutting and retrenchment as I have, you will enjoy not only the camaraderie of fellow sufferers, but the intellectual excitement of the program we are developing and the lovely setting of our headquarters hotel. We will be a stone's throw from the Bay and a brisk walk or short trolley ride from Fisherman's Wharf, Ghiaardelli Square, and the Presidio.

Your Program Committee is hard at work putting together sessions that we hope will inform and educate. As always, the theme is "Deans helping deans to be better deans." Among current highlights are the plenary address by Donald Kennedy, President-emeritus of Stanford University, Editor-in-chief of *Science*, and author of *Academic Duty*, a book I often recommend to young faculty. Our Thursday luncheon speaker will be P.F. Kluge, novelist and Professor of English at Kenyon College and author of a very insightful and entertaining book, *Alma Mater*, which is a great summer read. Of course, on Friday, we will have the presidential address and those of you who have had the pleasure to know our president, Lee Edwards, Dean of the College of Humanities and Fine Arts at the University of Massachusetts at Amherst, know that this event is well worth the trip in its own right.

Plan also to arrive early enough on Wednesday for several special events (this is not hard coming from the east coast or mid-west given the time change). Mel Netzhammer, Dean of the Faculty of Arts and Humanities at SUNY-Buffalo, will hold a workshop for new deans and Wendy Wilkins, Dean of the College of Arts and Sciences at Michigan State University, will host a special workshop designed for associate and assistant deans. The traditional orientation lecture to the host city will be given by Professor Ray Pestrong of San Francisco State University. A geologist, he will interweave the lively legends of San Francisco with the even livelier earthquake history. And, on Wednesday, as on every evening, we will hold the world-renowned and much envied CCAS receptions.

Over fifty session proposals have been submitted by members and the Program Committee is hard at work determining the program. The traditional case studies as well as Isaac Mowoe's sessions on Deans and the Law will be repeated by popular demand. In addition, tentative session titles listed below are high on the Program

Committee's list at the present:

The two-body problem: spousal/partner accommodation in hiring  
 Everything you ever wanted to know about deaning the sciences - when you aren't a scientist  
 The role of the Arts and Sciences in economic development  
 Collaborative efforts between Metropolitan universities and urban schools  
 The liberal arts mission at research universities: relating to the needs of the comprehensives and liberal arts colleges

Changing A&S colleges: keeping teaching and research in balance  
 Initiating and managing interdisciplinarity  
 General education: legislative and political agendas  
 Collaborative partnerships between A&S and teacher education (with Project 30/ASTEC)  
 The contingent employee in academia: issues and prospects

Enrollment growth in times of retrenchment  
 Combating negativism, factionalism, and inertia on campus  
 Transfer students: challenges and opportunities  
 ...and much, much more

Hope to see you in San Francisco. Mark your calendars and set aside the cash now. No budget cuts should deprive you and your decanal colleagues of the opportunity to be better at the important jobs you do.

Geoff Feiss  
 2002 CCAS Program Chair  
 Dean of the Faculty of Arts and Sciences  
 College of William and Mary  
 pgfeis@wm.edu

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## MEMBERSHIP RENEWALS

Your 2002-2003 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 2002-2003 *CCAS Membership Directory*.

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 the all of the renewal information promptly either using the business reply envelope provided or by fax.

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 added Carnegie Classifications on the renewal form starting last year. Please circle the classification appropriate for your institution.

## →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.

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## Changing of the Guard

William Covino to Dean, College of Arts and Letters, Florida Atlantic University (replacing James Lamare).

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## 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>

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/ipeds/ic.html>

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## 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](mailto: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](mailto:CCASDEAN@asu.edu), try posting to [CCASDEAN@lists.asu.edu](mailto:CCASDEAN@lists.asu.edu).**

If you encounter problems using the list, please contact Fran Peck via email at [ccas@asu.edu](mailto:ccas@asu.edu).

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## Introducing the Yahoo AcademicDeans List

The Council of Colleges of Arts and Sciences (CCAS) invites you and your colleagues to join a Yahoo list for Academic Deans. CCAS is "TEST DRIVING" this list to see if there is enough interest among its members to maintain it. This list can only work if deans and their decanal staff participate and use it for communication.

### The Evolution of this Yahoo List for Academic Deans:

Many CCAS members have expressed an interest in placing ads and announcements on the CCASDEAN listserv; however, that listserv is for the discussion of issues between member deans. We created the Yahoo list to accommodate the demand for placing ads, announcements, performing surveys, etc. There may also be discussions of decanal issues on the Yahoo list, but please be aware that this list will not be as secure as some other listservs.

### Who Can Join:

All CCAS member deans and their decanal staff will be invited to join. Additionally, non-CCAS deans and decanal staff may join this list, as well as Deans of Education, Business, Engineering, Health Sciences, etc. If you know a colleague who might be interested, please let them know about the Yahoo list.

The Yahoo list has been set up such that subscription is necessary and we ask that only Deans, Associate Deans, and Assistant Deans subscribe. When you subscribe, you will be asked to provide your title and institutional affiliation. That information will not be available to the public. Every effort will be made to prevent non-academic individuals from subscribing.

To Subscribe: send an email to [AcademicDeans-subscribe@yahoogroups.com](mailto:AcademicDeans-subscribe@yahoogroups.com)

Or go to Yahoo! Groups:  
<http://groups.yahoo.com/group/AcademicDeans/>

### Advantages of a Yahoo List:

If you have not been a member of a Yahoo list before, it may be a little new to you. Lists can be as casual or as formal as the list members and moderator wish to make them.

One of the major advantages to a Yahoo list is its flexibility. If you do not want to receive a bunch of emails, you can set up your Yahoo profile to read the messages on the web or to receive a digest version (i.e., the messages for a day). To do this you must register with Yahoo. To register with Yahoo, click the URL subscription link.

Also, files, surveys, and polls can be uploaded to the site by the moderator and downloaded by list members to be completed.

We hope you will enjoy the use of this list and find it useful. If you have any questions, please feel free to contact the moderator/list owner, Fran Peck, at [frances\\_peck@yahoo.com](mailto:frances_peck@yahoo.com).

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## 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](http://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".

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## Funding Opportunities to Pass Along to Your Faculty

### Program Title: NSF GRADUATE TEACHING FELLOWS IN K-12 EDUCATION (GK-12)

#### Info at

<http://www.nsf.gov/pubs/2002/nsf02042/nsf02042.html>

#### Synopsis of Program:

This program supports fellowships and associated training that will enable graduate students and advanced undergraduates in science, mathematics, engineering, and technology to serve in K-12 schools as resources knowledgeable about both the content and applications of science, mathematics, engineering, and technology. Academic institutions apply for awards to support fellowship activities. Institutions are responsible for: 1) selecting Fellows; 2) partnering with school districts for placement of Fellows in schools; and 3) providing appropriate training for Fellows. The Fellows will serve as resources for teachers in science and mathematics instruction. Expected outcomes include improved communication and teaching skills for the Fellows, enriched learning by K-12 students, professional development opportunities for GK-12 Teachers, and strengthened partnerships between institutions of higher education and local school districts.

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### Course, Curriculum, and Laboratory Improvement (CCLI)

#### Info at

<http://www.nsf.gov/pubs/2002/nsf02043/nsf02043.html>

#### Overview

The CCLI program seeks to improve the quality of science, technology, engineering, and mathematics (STEM) education for all students and targets activities affecting learning environments, course content, curricula, and educational practices. The program has three tracks:

**Educational Materials Development (CCLI-EMD)** projects are expected to produce innovative materials that incorporate effective educational practices to improve student learning of STEM. Projects to develop textbooks, software, or laboratory materials for commercial distribution are appropriate. Two types of EMD projects will be supported: (a) those that intend to demonstrate the scientific and educational feasibility of an idea, a 'proof of concept' or prototype, and (b) those based on prior experience with a prototype that intend to fully develop the product or practice. Such materials are expected to be disseminated nationally for adoption and adaptation.

**National Dissemination (CCLI-ND)** projects are expected to provide faculty with professional development opportunities to enable them to introduce new content

into undergraduate courses and laboratories, and to explore effective educational practices to improve the effectiveness of their teaching. Projects should be designed to offer workshops, short courses, or similar activities on a national scale in single or multiple disciplines.

**Adaptation and Implementation (CCLI-A&I)** projects are expected to result in improved education in STEM at academic institutions through adaptation and implementation of exemplary materials, laboratory experiences, and/or educational practices that have been developed and tested at other institutions. Proposals may request funds in any budget category supported by NSF, or may request funds to purchase only instrumentation.

#### Deadlines

Formal proposals:

**June 6, 2002**, for the **EMD** and **ND** tracks

**November 13, 2002 (anticipated)**, for the **A&I** track

#### Program Solicitations

**EMD** and **ND** tracks: *NSF 02-043: Course, Curriculum, and Laboratory Improvement (CCLI): Educational Materials Development and National Dissemination Tracks--Program Solicitation*

**A&I** track: The program solicitation covering the A&I track deadline in 2002 has not yet been published. **Publishing is anticipated in March 2002.** The CCLI program solicitation for 2001, *NSF 01-58*, contains a description of the A&I track that may be useful to prospective proposers. However, for the latest information and instructions for submitting proposals, proposers must consult the forthcoming program solicitation for the A&I track.

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### National Endowment for the Humanities Funding

#### Collaborative Research

Collaborative Research grants support original research undertaken by a team of two or more scholars or research coordinated by an individual scholar that because of its scope or complexity requires additional staff or resources beyond the individual's salary.

NOTE: *The Collaborative Research guidelines are currently being revised for the 2002 deadline. New guidelines will be available in March 2002. In the meantime, please refer to the information below for general information about the program and the types of projects it supports.*

**Who is eligible?** Individuals or nonprofit, IRS tax-exempt institutions and organizations in the United States are eligible for Collaborative Research grants.

**Receipt Deadline: September 1, 2002**

#### Info at

<http://www.neh.gov/grants/guidelines/collaborative.html>

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Faculty Research Awards for Historically Black, Hispanic-Serving, and Tribal Colleges and Universities Awards support faculty research in the humanities and projects that enrich the humanities content of classroom teaching at Historically Black, Hispanic-Serving, and Tribal Colleges and Universities.

**Who is eligible?** Applicants must hold a full-time tenured, tenure track, or annual contract faculty position at a Historically Black, Hispanic-Serving, or Tribal College or University, as designated by the White House offices charged with the implementation of Executive Orders 12876, 12900, and 13021. If you are unsure of your institution's eligibility please call NEH or check the U.S. Department of Education's [website](http://www.ed.gov). Grants under this program are not intended to support graduate course work or completion of a master's degree. The proposed project, however, may contribute to the completion of a doctoral dissertation. Scholars need not have completed work on their advanced terminal degree at the time of application. Applicants must be U.S. citizens, native residents of U.S. jurisdictions, or foreign nationals who have resided in the United States or its jurisdictions for at least three years immediately preceding the application deadline. Individuals who have received an award from this program must wait three years after the end of their award period to apply again.

**Receipt Deadline: March 15, 2002**

**Info at**

<http://www.neh.gov/grants/guidelines/facultyresearch.html>

## Position Announcements

Dean, School of Liberal Arts, Purdue University. Applications and nominations should be sent to Dean Dennis Savaiano, Chair, Selection Advisory Committee for Dean of Liberal Arts, Purdue University, 1260 Stone Hall, Room 110, West Lafayette, IN 47907-1260.

Dean, College of Arts and Sciences, **Zayed University**, United Arab Emirates. Potential candidates should submit inquiries and applications by mail or e-mail to Dr. E. Fred Carlisle, William E. Lavery Professor and Senior Vice President and Provost Emeritus, Virginia Tech, and Member, Zayed University Board of Visitors, 1227 North Lakeside Drive, Lake Worth, Florida 33460, USA. E-mail: [Efredcarlisle@aol.com](mailto:Efredcarlisle@aol.com) ; Fax: 561-585-0761.

***There are still spaces available for the CCAS New Deans' Seminars and Department Chairs Seminars in Williamsburg, VA and San Diego, CA. Info can be found on the CCAS website ([www.ccas.net](http://www.ccas.net))***

## CCAS SERVICES AND ACTIVITIES

### 2002 SEMINARS

#### Fiscal Issues

National Site St. Louis, MO, March 14-15, 2002

#### Marketing, Media, and the Arts & Sciences

National Site St. Louis, MO, March 17-19, 2002

#### Rescheduled Seminar in Teacher Preparation

National Site St. Louis, MO, March 17-19, 2002

#### Deans' Seminar

National Site San Antonio, TX, April 4-5, 2002

#### Seminar for Department Chairs

Eastern Site Williamsburg, VA, June 13-15, 2002

Western Site San Diego, CA, July 11-13, 2002

#### Seminar for New Deans

Eastern Site Williamsburg, VA, June 12-15, 2002

Western Site San Diego, CA July 14-17, 2002

#### Seminar on Collaboration in Teacher Preparation

National Site Tucson, AZ, September 22-24, 2002

#### CCAS Annual Meeting

National Site San Francisco, CA, Nov 13-16, 2002

### 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](mailto: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.

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*CCAS Newsletter*