As a result of this meeting, the following decisions were made:

1.0 PREVIOUS MEETING

The minutes of the 08 May and 05 June meetings were approved as circulated.

2.0 VICE PROVOST REPORT

2.1 provost† Dr. Folks responded that the HeadsNETWORK proposal seemed overly operational, insufficiently strategic. Romero asked how the Steering Committee would add strategic initiatives, or otherwise respond, to this query.

1. The operational objectives will better prepare and support Heads and make them better leaders, which is ultimately strategic.

2. ADD: Provide Heads with an idea of what departmental strategic planning should look like, and introduce them to UA resources.

3. Getting more involvement by Heads in University issues (i.e., more participation in HeadsUP) is strategic.

2.2 budget† Romero reported that Dr. Folks responded favorably to her written request for the HeadsNETWORK budget, but stopped short of formal approval. Romero will seek confirmation in her next meeting with the Provost.

2.3 UA Vitae About to contract with vendor for next phase; working on updates this year for roll-out next. Will include P&T process.

3.0 MEMBERSHIP

3.1 listserves The Provost’s Office does not have sufficient information to sort department heads by the criteria adopted by Steering Committee.

Miller authorized by Committee to allow Heads in departments of 10-or-fewer self-sort by the criteria.
3.2 Denno serving as Interim Dean as UA South transitions into the College of Applied Science and Technology. For now, she continues to perform department head functions.

Denno authorized by Committee to continue to serve on Steering Committee; to notify us if conditions change or workload prohibits participation.

4.0 HEADSUP PLANNING

4.1 issues of concern

4.1.1 AY 2019-2020 5-YR Administrative Review
APR
Budget: changes to the model and update
GenED update
Micro-Campus programs
Helena Rodrigues, interim VP for HR
RDI and Teaching
Strategic Plan Roll-out
UCAP

4.1.2 hold for later or handle via HUSC
campus masterplan
TRELLIS CRM
University Accreditation

4.2 events

4.2.1 Fall Workshop
tentative plan:
Helena Rodrigues, interim VP for HR
RDI and Teaching resources
GenED update
Strategic Plan Roll-out
UCAP

4.2.2 Spring Forum
Budget: changes to the model and update; changing tuition levels; bringing programs into RCM; sweeping funds.
Micro-Campus programs: what Heads should realistically expect; when to explore/dive in; case studies; panel; faculty workload; funding; Colonialism; panel.

Celestino Fernandez on Happiness (work-life balance)

4.2.3 Spring Workshop 5-YR Administrative Review: changes and proposal
APR: proposal for simplified and more effective version
UA Vitae update

5.0 NEXT MEETING 5 SEP: Miller not available; Blakely to Chair.

6.0 FOLLOW-THROUGH Tasks will be handled as indicated; incomplete tasks from past meetings are not repeated here. Where applicable, numbers below refer to paragraph numbers above.

Blakely 5 SEP: Chair Steering Committee meeting.

Miller BY 5 SEP: Plan Fall Workshop; advertise Fall Workshop; save-the-dates to Heads; call for self-sort HeadsUP listserves.

BY 3 OCT: Plan Spring Forum

END OF MINUTES

If these MINUTES contain information that does not accurately reflect your understanding of issues or events covered, please advise sender in writing.