Heads Up Steering Committee Meeting
Notes on Selection and Organization of Activities for Academic Year
August 29, 2016

Actions for Anthony and Patrick

- Send list of dates to HeadsUp SC ASAP: 8:30:-10:00 am on Mondays:
  - Sept. 19, hosted by Patrick Lyons, Arizona State Museum, North Bldg. Room 309
  - Oct. 17, hosted by David Cuillier, Marshall Building, Room 340
  - Nov. 14, hosted by Michael Brewer, Main Library, A204C
- Heads input on search for new president. Tricia Serio will inquire about the process and let us know what a next action might be (e.g., writing a letter to ABOR).
- Contact Andrew Comrie about workshop that he and Jim Florian might hold on how RCM taxes are determined, what the funds are used for, and future plans. Lots of interest but there is the potential for oversight to come up and we do not want the session to focus only on oversight. Ask Andrew if there is an oversight process in place.
- Contact Lynn Nadel and ask whether the issue of RCM oversight came up in the faculty senate.
- Invite Lynn Nadel and a subgroup of the Faculty Senate to meet with the HeadsUp SC to discuss common issues and coordinate plans. Perhaps invite the Faculty senate officers? Offer the Sept. 19 date.
- Ask Gregg Goldman to meet with the HeadsUp SC to discuss what is coming in the next quarter or academic year. Offer the Nov. 14 date.
- Consider sending a newsletter to the heads and directors with information learned from HeadsUp SC meetings with Central Admin, etc.
- Look at data from first survey of heads and directors. Is there enough input to determine what topics rise to the top in the minds of heads and directors? Do we really need another survey?
- Suggest that Tom Miller consider adding a session on conflict resolution to the meetings for new heads. In concert we send an email with the schedule for the new heads workshops in which all heads and directors are invited to attend (with an RSVP).

Notes

HeadsUp SC Approach

- Focus activities during academic year on more pressing issues that affect a large fraction of heads and directors.
- Advocate more to the Central Admin (e.g., letter to Provost on raises in 2015) on behalf of heads and directors and serve as a channel from the Central Admin to heads and directors.
Potential discussion topics if we move to a town hall style approach to HeadsUp activities:

Curriculum Plans to Provide Students with a Quality Education
- Vision for the undergraduate curriculum
- The role and potential of UA Online
- Assessment
- Potential guests:
  - Gail Burd
  - Vin Del Casino

Human Resources
- How does HR function?
- Building a plan for salary increases. Model to support hires and retention.
- Alternatives to a rating system for annual reviews. Metrics are used to measure progress towards long-range goals. The metrics we use are largely short term but contribute to the long-range goals. What models are available for performance that are forward looking and support long-range goals?
- Potential guests:
  - Allison Vaillancourt
  - Helena Rodriguez

How the faculty present themselves to the public
- Objective of UA Vitae and UA Profiles
- Potential guests:
  - Tom Miller

RCM Governance
- Concern that review process not in place. Need an oversight process. Will there be oversight on the process?
- Invite Andrew Comrie and Jim Florian to discuss how taxes are determined but need clarity on oversight process so that session does not devolve into gripes about oversight.

Diversity and Inclusion
- Meet with Jesus Trevino. Impact on hiring.

Attendance
Present: Austin, Ghosh, Lyons, Medovoi, Muscat, Proebsting, Serio, Welter.
Absent: Brewer, Chorover, Cuillier, Gregorio, Shaw.