HeadsUp Steering Committee  
Meeting Minutes  
3:30-5 p.m. Monday, Feb. 12, 2018, Education 412B

In attendance: Co-chair David Cuillier (Journalism), Diane Austin (Anthropology), Linda Shaw (Disability & Psychoeducational Studies), Todd Proebsting (Computer Science), Edward Reid (Music), Jana Hawley, (Family & Consumer Sciences)

Survey Reverberations  
The heads survey has gotten a fair amount of discussion on campus, after being distributed to all 157 heads, all deans, higher administrators, the president, and among faculty in many departments. David Cuillier provided an update of what has occurred since the heads survey came out Jan. 22:

- **Meeting with the president.** He is still trying to schedule a time for the president to meet with the steering committee to talk about the results (new scheduler in his office, Veronica). It appears the president has read the report because in a quick call we had that week on another matter he said he had hoped his approval rating would have been higher than 67 percent. I told him it’s pretty good to get two-thirds of heads to like anything, so he shouldn’t feel too badly.

- **The UA Vitae review committee** discussed the themes that emerged from the committee, and Tom Miller created a subcommittee to delve a little deeper. That subcommittee, which David is on, met Feb. 12. It appears there is a willingness to compromise and provide departments some local control in some areas, such as annual review processes. Discussions to continue.

- **The RCM Review Committee** briefly acknowledged the survey in a meeting several weeks ago but it has not been distributed to all committee members or discussed thoroughly. David will suggest Acting Provost Jeff Goldberg distribute it and include it on the next meeting agenda, possibly for Feb. 21. A member of the Provost’s Council brought up the need for that group to discuss the survey results, as well, at a Feb. 12 meeting.

- **Five-year reviews and annual reviews.** There appears an interest in looking closely at changing the five-year review process for campus administrators, including heads, and possibly the annual review process, as well. The March 1 HeadsUp luncheon will focus on that topic, and include Tom Miller and representatives from HR. Leaders in the Provost’s Council (David attends those meetings) have mentioned the need to improve the systems, including eliminating numerical 1-5 ratings in annual reviews, or replacing the five-year review with 360-degree surveys every three years. The March 1 luncheon could be a good time for heads to brainstorm and come up with a few key recommendations.

  David said he could draft a short email to send out to the listserv letting heads know where things stand, since so many put in a lot of time filling it out.

HeadsUp Governance  
Discussion gravitated to the mission/purpose of HeadsUp and its overall effectiveness. Relatively few heads show up to the luncheons, Todd noted. The group seems hobbled by its current structure – heads are just too busy to take on the task of coordinating another group, in
addition to their unit. David said it has potential to provide a voice for heads and foster more communication among heads, if structured right. For example, this year he was asked to serve on the Provost’s Council, RCM Review Committee (and two subcommittees), the UA Vitae Review Committee (and one subcommittee), and chime in on a variety of issues, leading to the heads survey. It takes about six months to a year to get one’s bearings and build any kind of clout in that realm, and he will step down in June. Jana suggested three years would give a heads leader more time to build up credibility and influence. Jana noted that Kansas State, for example, has an active heads group with coordinated resources. David suggested that perhaps there is a structure similar to Faculty Senate that could be adopted, which could give a little more independence from central administration, to serve as a voice for heads – or at least give them that opportunity if they choose to take it. Committee members said it would be worth talking about this further at the next steering meeting.

Upcoming Meetings and Lunches

HeadsUp has three steering committee meetings scheduled for the rest of the semester, and needs volunteers to host (let David Cuillier know if you can host):

- March 12 (Monday), 3:30-5 p.m., Crowder Hall (Ed Reid, Music, hosting)
- April 16 (Monday), 3:30-5 p.m. (host?)
- May 7 (Monday), 3:30-5 p.m., committee elections (host?)

The three lunches for the rest of the semester are set and in the works:

- February 15, 11:30-1, Student Union Sabino Room (third floor): Entrepreneurial money-making ideas, by Patrick and Dave
- March 1, 11:30-1, Silver & Sage Room: Five-year reviews and annual reviews, by Michael Brewer and Monica, with Tom Miller and new HR leadership coaches
- April: Chat with the president (need to reschedule in April because president had a conflict come up with original date/time)