

November 11, 2025

2:30-4 pm

<https://isu.zoom.us/j/89884125854?pwd=LW0rQ3pGsDbKKoyBdZbCkLlxFtvFWk.1>

(Reminder - **only** print first page)

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1. Updates on Graduate School Dean Search - Rene and Steve *The search is going fast. This week the list of finalists will be chosen and forwarded to the Provost.*
2. Discuss AS course of study degree approval responsibility - Rene *We need to decide who is going to sign off for approval of this. There are emphasis areas, but nothing was decided definitively. Likely the Dean's Office will review.*
3. Upcoming due date reminders (April)
  - a. Promotion and/or Tenure packets due to Dean's Office on Nov 25.
  - b. Emeritus/Emerita recommendations due to Dean's Office on Dec 5.
4. Homecoming Advancement Debrief - Blair *Engaged with alumni from every department. If everything goes well we should have 5 new donation gifts for us, an excellent result. Blair will work with the Dean's Office to target more stuff if needed.*
5. Updates from University Council - Jim
  - *The 125th Anniversary is coming up. We are looking for ideas about how COSE could celebrate. If you have any suggestions, let Jim or Logan know;*
  - *The university is moving forward with a Housing P3 plan—more affordable housing and on-campus housing may help bring more students;*
  - *Please let the university legislative contacts speak to legislators as official representatives of the university;*
  - *AWS outage impacted Canvas-steps were taken, but not a lot we can do when a data center goes down.*
6. Updates from Dean's Council - Jim
  - *Grades are due Monday December 22 by 5 pm.! One day earlier than before.*
  - *You can find Navigate at [isu.edu/navigate](https://isu.edu/navigate)*
  - *There has been a spike in students with suicidal thoughts. Please be aware that some students may be struggling.*
  - *ISU overall enrollment hit a historic level. 6.8% total up. We are 2nd largest in ID. Surpassed University of Idaho.*
  - *Construction Updates for 26 - Swanson Arch Plaza will be created to be moved from the building. The parking lot between the two buildings is where this is going to be. PSC Room 140 will be getting new technology*

- *Budget Status - 700 suggestions were received. Hopefully, by the end of November IR will share their analysis; Dec. - a financial analysis will be completed and develop a draft plan; end of Jan. draft plan shared for feedback. Feb. The Administrative Council will refine the plan based on the feedback, with a final version released publicly by the end of the month*
- *Program Prioritization will be required to be meaningful to the SBOE/Legislature - deans are tasked with coming up with meaningful metrics to evaluate program viability. Expect discussions of this at the Chair/Dean one-on-one meetings. Must show that we are responding to demand, workforce, and student interest.*

7. **Personnel Updates - Jim**

8. **Registration Status** *Do we have extremely low enrollment classes? There are still students registering, but hopefully not.*

9. **Sharing of Best Practices of Department meetings -** *How often do you meet? What is the overall purpose? Typical attendance?*

*Physics - 6-8 meetings a semester. Dustin puts together an agenda. They have action items they are working on.*

*Civil - kickoff meeting at the beginning of semester then meet as needed.*

*Nuclear - meets 2 or 3 times a year.*

*Finance - meet with Admin and finance staff. Talk about workload and shared workload. Student centered too. Making sure everyone is trained in the areas.*

*ECE/CS - synchronous -2 or three times a semester. Faculty in both IF and Poky.*

*ECE has an advisory board and they meet at least once a year. One-on-one meetings with faculty. Open Wednesday slot available where no classes are taught.*

*Chemistry - One kickoff meeting at the beginning of the semester (full day). Then they meet every two weeks.*

*GEO - kickoff each semester and close out (half day meetings). Wednesdays at noon. Built into the schedule. Everyone has access to a box file with the agendas where they can add stuff if they want.*

*Math - meet in the conference room. Meet before the semester starts. Every few weeks for the rest of the department meetings. 3:30 on Wednesdays. Most of the Lecturers attend. A lot of work is completed within committees.*

*Bio - Tuesday at noon is blocked for department meetings if there are items.*

*Agendas are in BOX and can add items, but nobody usually does. A graduate student representative is invited to attend. Canvas department page created for all voting items.*

*Mechanical - meet at the beginning of the semester and the end of the semester.  
Weekly meetings from 12-1 pm and sometimes more. Everyone is invited.*