

Associate Dean and Department Head Meeting

Wednesday, March 31, 2021
2:00-3:30pm

Hosted by the Office of the Provost

Agenda

- **Welcome from Provost Carl Lejuez**
- **Provost Office Updates**
 - Domestic Travel Restrictions (Sarah Croucher & Trish Casey)
 - Consulting (Sarah Croucher)
 - Undergraduate Research during/after spring break (Jeffrey Shoulson)
 - University Assessment Committee (Jeffrey Shoulson)
 - Future of Learning Committee (Jeffrey Shoulson)
 - Future of Work Committee (Carl Lejuez)
 - Associate Dean Evaluations (Carl Lejuez)
 - Upcoming Proposals to the BOT
 - Strategic Planning Update (Carl Lejuez)
 - Reminders/Important Dates (Carl Lejuez)
- **Fall 2021 Discussion**

Please make sure you are on mute. If you have a question, please write “question” in the chat. Thank you!

Welcome

New Associate Dean

Ofer Harel, Associate Dean for Research and Graduate Affairs, CLAS



Acknowledgements

Associate Deans

Mike Accorsi, Senior Associate Dean, Engineering

Lisa Park Boush, Associate Dean, CLAS

Department Heads

Maureen Croteau, Journalism, CLAS

Monty Escabi, Biomedical Engineering, Engineering

Jon Gajewski, Linguistics, CLAS

Robert Hasenfratz, English, CLAS

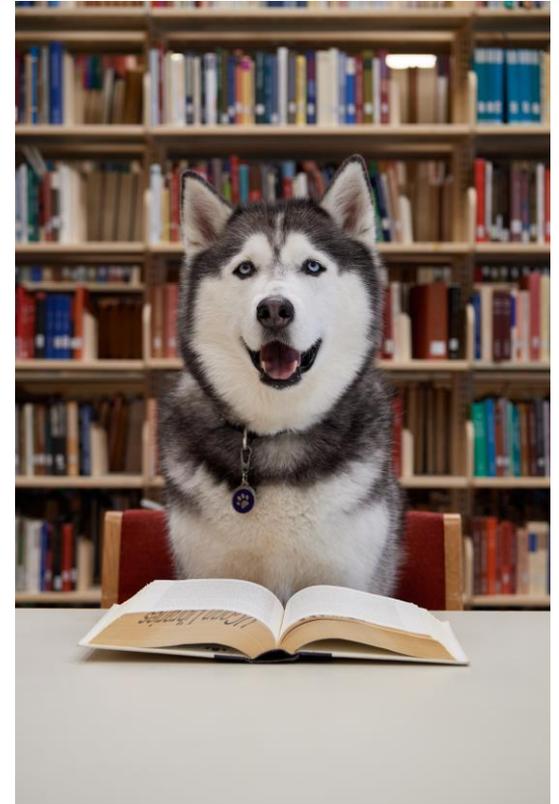
Joseph Loturco, PNB, CLAS

Richard McAvoy, Plant Science & Landscape Architecture, CAHNR

Robert Thorson, Geoscience, CLAS

Ed Weingart, Dramatic Arts, Fine Arts

Steve Zinn, Animal Science, CAHNR



Provost Office Updates

- **Domestic Travel Restrictions**

- Faculty permitted to undertake domestic travel for work-related purposes anticipated May 23, 2021
- Until 5/23, Deans will still need to approve travel
- Knowing when and where faculty are traveling is vital to support our “duty of care”
- All travel requests must be pre-approved by a supervisor (via Concur)
- Anthony Travel is our new full-service travel management provider with a dedicated UConn agent
- Travel should be booked whenever possible using a T-Card
- International travel restrictions remain in place and will continue to require a travel waiver and Global Affairs approval

- **Consulting**

- All related work for which faculty receive compensation, or uncompensated work for faculty-affiliated companies, requires approval under our consulting policy. This includes grant panels, honoraria for talks, *etc.*
- State statute requires that nine-month faculty who consult during the summer also require approval
- We have no ability to waive sanctions for faculty who submit late consulting requests – please make sure to reach out for support for time-sensitive requests
- For questions or concerns regarding faculty consulting, please contact [Sarah Croucher](#).

Provost Office Updates

- **Undergraduate Research during/after spring break**

- During and following the spring recess (April 11-17, 2021), undergraduate students may continue to participate in on-campus research projects that cannot be done remotely. However, undergraduate students cannot be required to return to campus to work on research projects during or following this break.
- In most cases, students will not return to campus following spring recess. If a student will continue to be on campus to work on a research project, the faculty member must ensure there is necessary and substantive work that cannot be done remotely. In addition, all work must follow approved safety protocols as well as campus-specific, university, and state requirements in place at the time. Faculty and undergraduates involved in research projects should discuss and mutually agree upon what work will be conducted after the recess, and whether it will be remote or in-person.
- Contact the Office of Undergraduate Research (our@uconn.edu) or the Office of the Vice President for Research (ovpr@uconn.edu) with questions.

- **University Assessment Committee**

- Committee Charge: To produce a narrative relating to our area of special emphasis on assessment and to address programmatic assessment of student learning outcomes as identified in the Standards for Accreditation for our NECHE 5th-year midpoint review.
- In the process of developing these materials we will:
 - a) evaluate the current state of assessment of student learning outcomes at the programmatic level, and
 - b) produce a roadmap for improving assessment of student learning outcomes over the next five years.

Provost Office Updates

- **Future of Learning Committee**

- Committee has kicked off and is broken into 5 subcommittees:
 - Big Picture Guidance
 - Expanding Online Academic Activities
 - Enabling Cross Disciplinary Team and Co-Teaching
 - Revising and Refining Evaluations and Assessments
 - Technology Needs to Support High Quality Online Instruction
- Plan to have reports together by end of spring semester
- More information including membership can be found [here](#).

- **Future of Work Committee**

- The committee has been charged with developing guidelines related to UConn professional staff and faculty (where relevant) for COVID-19 reentry (step 1) and beyond (step 2).
- The committee will address how the nature of work at UConn will be changed going forward, the kinds of presence required for different work functions, the structure of the University, and any considerations beyond the workplace with implications for how employees perform their jobs.
- More information including membership can be found [here](#).

Evaluations for Senior Management & Management Confidentials

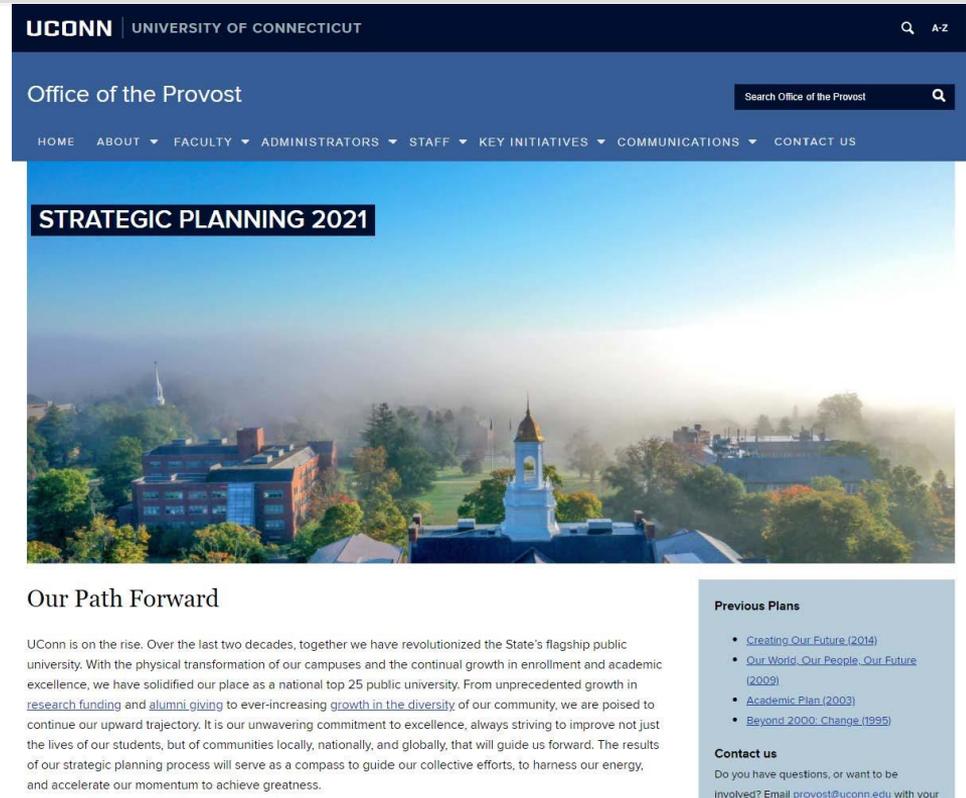
- UConn is seeking to ensure that individuals at management level (non-union) have the opportunity to be evaluated and get important feedback on their performance.
 - Confidentials will be evaluated on a calendar year cycle and that process has begun.
 - Senior management (ADs in this group) will be evaluated on a fiscal year cycle (July 1 to June 30) and that process will begin later this Spring.
- The deans have been a part of these conversations and will reach out to ADs individually later this Spring to discuss the process with you
 - If you have been regularly getting evaluations, we have worked to ensure the process will remain largely the same.
- If you have any questions after today, please reach out to your dean and of course you are always welcome to reach out to me.

Upcoming Proposals for BOT

- Automatic Emeritus Status for Associate Professors
- Faculty included in proposed changes regarding Covid-19 extensions:
 - 1) Newly hired tenure-track faculty with an effective hire date from March 2020 through March 2021
 - 2) Tenure-track faculty who took a FMLA-related clock extension between March 2020 and December 2020 and thus were not eligible to also apply for and take a Covid-19 clock extension for that period
 - 3) Tenure-track faculty who had an effective hire date prior to March 2020 but who did not apply for and take a Covid-19-19 clock extension in 2020 for any reason other than the reason stated in #2 above
 - 4) CIRE (clinical, in-residence, and extension) faculty who would be required to request their first multi-year extension for the beginning of the next academic year.
 - Only one Covid-19-related clock extension is allowed across the full impacted period; any faculty member who took the Covid-19 extension last year is not eligible at this time for another Covid-19 extension.
 - The proposed date that faculty have until to decide if they want the extension offered will be **January 31, 2022**
 - Likely timeline for final approval is the May BOT Meeting

Strategic Planning Charge

- The University Strategic Plan Steering Committee has been charged and had its 1st meeting
- The overall Steering Committee consists of 51 members; including Executive Committee of 18
- Please [click](#) here to view the website and steering committee membership
 - Will be announced to our community next week



The screenshot shows the UConn Office of the Provost website. The header includes the UConn logo and navigation links: HOME, ABOUT, FACULTY, ADMINISTRATORS, STAFF, KEY INITIATIVES, COMMUNICATIONS, and CONTACT US. A search bar is located in the top right. The main content area features a large image of a UConn campus building with a steeple, overlaid with the text "STRATEGIC PLANNING 2021". Below the image is the section "Our Path Forward" with introductory text about UConn's growth and commitment to excellence. A sidebar on the right lists "Previous Plans" with links to "Creating Our Future (2014)", "Our World, Our People, Our Future (2009)", "Academic Plan (2003)", and "Beyond 2000: Change (1995)". A "Contact us" section at the bottom right provides an email address: provost@uconn.edu.

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STRATEGIC PLANNING 2021

Our Path Forward

UConn is on the rise. Over the last two decades, together we have revolutionized the State's flagship public university. With the physical transformation of our campuses and the continual growth in enrollment and academic excellence, we have solidified our place as a national top 25 public university. From unprecedented growth in [research funding](#) and [alumni giving](#) to ever-increasing [growth in the diversity](#) of our community, we are poised to continue our upward trajectory. It is our unwavering commitment to excellence, always striving to improve not just the lives of our students, but of communities locally, nationally, and globally, that will guide us forward. The results of our strategic planning process will serve as a compass to guide our collective efforts, to harness our energy, and accelerate our momentum to achieve greatness.

Previous Plans

- [Creating Our Future \(2014\)](#)
- [Our World, Our People, Our Future \(2009\)](#)
- [Academic Plan \(2003\)](#)
- [Beyond 2000: Change \(1995\)](#)

Contact us

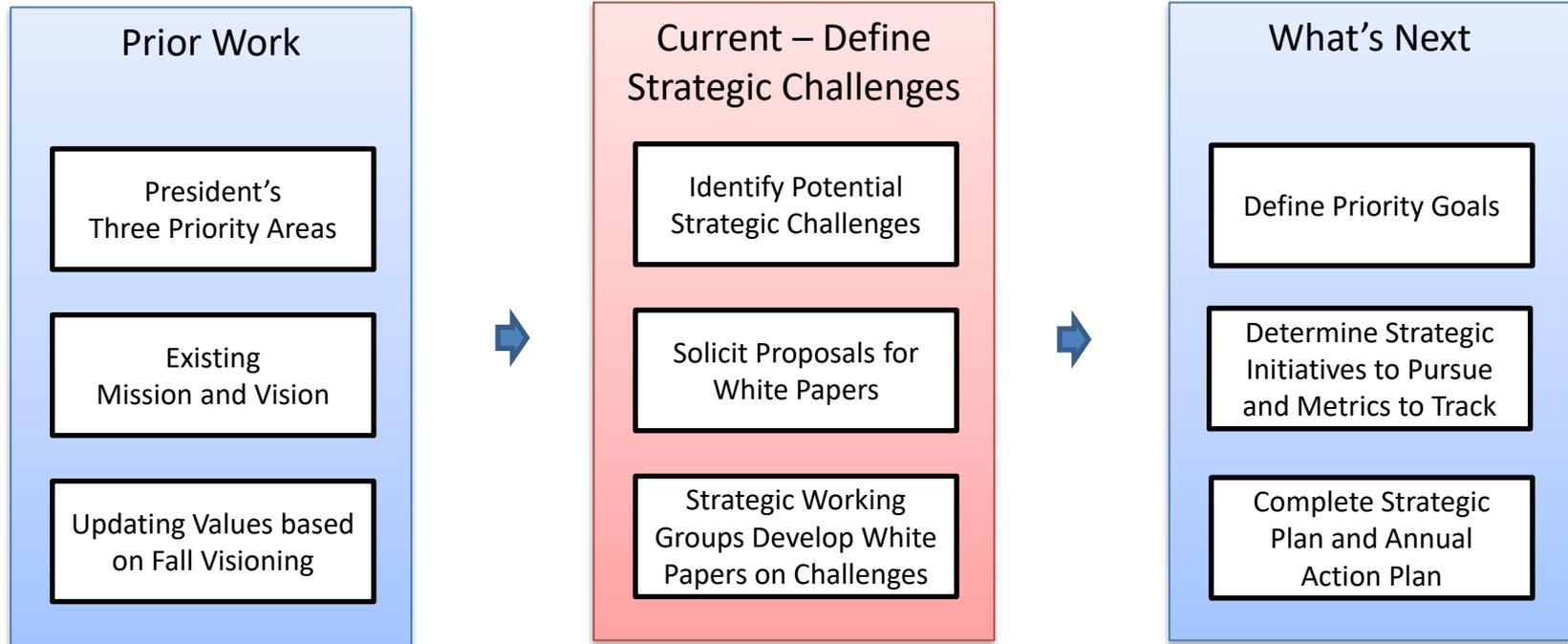
Do you have questions, or want to be involved? Email provost@uconn.edu with your

Strategic Planning Committee

University Strategic Plan Steering Committee Members

SP Role	Name	SP Role	Name	SP Role	Name
Co-Chair	Kristi Henderson	Executive Committee	Lauren Slingluff	Steering Committee	Donna Korbel
Co-Chair	Carl Lejuez	Steering Committee	Richard Ashby Wilson	Steering Committee	Mark Lazenby
Co-Chair	Greg Reilly	Steering Committee	Joe Briody	Steering Committee	Se-Jin Lee
Executive Committee	Pamir Alpay	Steering Committee	Sandy Chafouleas	Steering Committee	Jake Lemon
Executive Committee	Mary Anne Amalaradjou	Steering Committee	Stormy Chamberlain	Steering Committee	Mona Lucas
Executive Committee	Carol Atkinson Palombo	Steering Committee	Brian Chapman	Steering Committee	Michael Lynch
Executive Committee	Lloyd Blanchard	Steering Committee	Indrajeet Chaubey	Steering Committee	Justin Nash
Executive Committee	Terrence Cheng	Steering Committee	Chris Delello	Steering Committee	Donna Paoella
Executive Committee	Laura Cruickshank	Steering Committee	Damani Douglas	Steering Committee	Kylene Perras
Executive Committee	Fumiko Hoelt	Steering Committee	Gary English	Steering Committee	Stephanie Reitz
Executive Committee	Kaylee Jangula Mootz	Steering Committee	Neal Eskin	Steering Committee	Kathy Segerson
Executive Committee	Neha Kataria	Steering Committee	Michael Finiguerra	Steering Committee	Marie Smith
Executive Committee	Andrea Keilty	Steering Committee	Nafis Fuad	Steering Committee	Juli Wade
Executive Committee	Gladis Kersaint	Steering Committee	Lucy Gilson	Steering Committee	Lisa Werkmeister Rozas
Executive Committee	Kathryn Libal	Steering Committee	Amy Gorin	Steering Committee	Ethan Werstler
Executive Committee	Mark Overmyer-Velázquez	Steering Committee	Fany Hannon	Steering Committee	Michelle Williams
Executive Committee	Rachel Rubin	Steering Committee	Marja Hurley	Steering Committee	Cara Workman

Strategic Plan Approach



Values that Emerged from Visioning Days

What we prioritize: We care about our values but can fail to prioritize them as we pursue competitive excellence and our performance goals. We state the following values to remind ourselves to appropriately keep these values in mind when undertaking our daily activities and decisions.

- Diversity
- Community and Inclusion
- Justice and Anti-Racism
- Whole-person Wellness
- Sustainability

How we work together: In our daily pursuit of maintaining UConn's status as a world-class University, the structures and practices we use to work together are critical to our success. While we all share a common goal of achieving competitive and performance excellence, these values remind us that how we achieve is as important as what we achieve.

- Collaboration and Interdisciplinarity
- Accountability and Transparency
- Fairness and Equity
- Innovation and Entrepreneurship
- Caring and Civility
- Fact and Data Driven

Developing Strategy

Where do we start?

How do we choose?

Strategic Challenges

Problems that need to be solved or opportunities to be seized

Strategic Goals

Our objectives; measurable outcomes we seek to achieve

Strategic Initiatives

Proposed *solutions*; plans of *action*; *what we do* to address challenges and meet goals

Mission, Vision & Values

Relatively fixed statements of purpose and shared beliefs about how we work

Annual Planning

Monitoring performance, allocating resources, planning action, setting goals

Describing a Strategic Challenge

A strategic challenge describes a problem that needs to be solved or an opportunity to be seized. It is a succinct statement that captures our judgment about which aspects of a situation are preeminent.

A challenge is more strategic to the extent that it:

- ✓ Engages multiple disciplines and contributes to our research, teaching and public missions
- ✓ Requires substantial change to current processes and new resource allocations
- ✓ Leads to differential improvement in our reputation or resource stewardship
- ✓ Draws on expertise that UConn is particularly well-suited to deliver
- ✓ Does not lead to a single, obvious “right answer”, but provides boundaries for potential action
- ✓ Has solutions that are well-aligned with UConn’s core values

Steps to Defining Strategic Challenges

1 Choose a focus: ourselves, our stakeholders or our society

2 Concentrate on issues important to you or use a prompt to pick a topic of interest

3 Fix a problem

- I. Specify poor outcome(s)
- II. Determine key causes
- III. Verify potential for improvement (not how)

or

Build on success

- I. Specify great outcome(s)
- II. Determine key drivers
- III. Verify potential for replicating (not how)

or

Prepare for a new future

- I. Specify a changed future
- II. Describe implications for UConn

4 Generate questions that begin to shape the nature of the challenge

5 Synthesize questions to form a single statement of strategic challenge

Reminders and Important Dates

Reminders

- Summer 2021 Programs
 - Summer 2021 programs will be remote
 - Exceptions for in-person instruction require approval first from the Summer Programs Office under CETL and then by your dean.
 - Email provost@uconn.edu with questions
- LTE Report
 - Created by LTE Task Force/Working Groups
 - Full report linked [here](#)
 - PTR Seminar 3/19 Recording linked [here](#)

Important Dates

- LTE Speaker Series: [A Discussion with Dr. Pam Eddinger](#) – 4/9 @ 9:00am-11:00am
- UConn Reads Upcoming Events linked [here](#)
- Anti-Racist Training
 - Department Heads – 4/27/21 Reserve Date @ 2:00-5:00pm
 - Associate Deans – 5/12/21 from 9:00-12:00
- NTT Promotion & Reappointment Seminar – 5/21 @ 1:00pm-3:00pm (registration opens mid-April)
- New Dean/Department Head Orientation – 8/20/21
- New Faculty Orientation – 8/26/21

Spring 2021 Important Dates

Date	Deadline/Event
4/11-4/17	Spring Recess
4/19	Classes go remote
4/28	Last day of classes
4/29-5/2	Reading Days
5/3-5/8	Finals
5/8-5/12	Commencement
5/11	Grades Due

Current Plans for Fall 2021

Students:

- 93% of UG classes are listed as in-person, compared with 98% in fall 2019
- 86% of graduate classes are listed as in-person, compared with 90% in fall 2019
- Residence hall density may be as high as 90%
 - However, this is ALL a starting point to give us maximal flexibility to adjunct as needed
 - Several considerations including COVID-19 status, vulnerable student needs, strategic pivots

Employees:

- Employees working remotely now should continue to do so until at least 8/15
- Future of Work Committee exploring what hybrid options will be possible

Questions? → pollev.com/uconnprovost290