

April 20, 2006

Dr. Ed Cunliff  
Assistant Vice President  
Planning and Analysis  
Campus

Dear Dr. Cunliff:

Thank you for the report from the CQIT Action Team Development/Continuous Education. The following is the response to recommendations 1-8 as listed in the action team report of October 25, 2005. Please accept my apology for the delayed response to these excellent recommendations.

Recommendation 1: Ample development opportunities currently exist at UCO.

Response: That such a diverse action team finds the opportunities to be ample is gratifying. Both Academic Affairs and Administration have put significant resources into development opportunities. However, I do think that more funding for the development of faculty and staff is needed. Academic Affairs has carried a recommendation to the Budget Task Force that more be allocated for this purpose. In fact, faculty development was the number one priority of the Academic Affairs Leadership Team for the 06-07 academic year. As well, there is a development section on the IPP where staff state what development they will need to reach their annual goals and this too is inadequately funded. Academic Affairs has recommended to administration that increased support is needed.

Recommendation 2: Creating a university wide training calendar on UConnect (Luminus).

Response: Dr. Cynthia Rolfe, Vice President of Information Technology has agreed to implement this recommendation. This same recommendation came from the Data Integrity Action Team.

Recommendation 3: Weekly e-mail blasts promoting various opportunities for continuing education/training sessions.

Response: At the current time, Centralities is used for this purpose but once the calendar is in place it will be less important.

Recommendation 4: UCO should explore the possibility of becoming a regional hub site for video conferences.

Response: I will pass this recommendation to Dr. Rolfe and ask that someone from the Action Team contact her with the details of this recommendation.

Recommendation 5: A community liaison position should be created to increase campus awareness of community activities and maintain a list of the activities either on a master calendar or notify the UCO faculty/staff.

Response: Please provide clarification of the term “community.” Does this refer to UCO or the greater community?

Recommendation 6: A process to solicit the interests and needs of the faculty and staff prior to constructing development offerings should be implemented.

Response: The FEC regularly puts out requests for topics of interest and I will direct Dr. Wendling, Director of the FEC, to formalize and publish that process. For the staff, I will recommend to Mr. Kreidler that a method to collect these requests be implemented. Currently the FSSE, Full-time Faculty Survey and Part-time Faculty Survey are used to collect this information.

Recommendation 7: Wellness Center memberships should be provided at no cost to faculty/staff by the Administration.

Response: While I support this recommendation, it will have to go to the Budget Task Force. The Wellness Center is supported by a student fee with the stipulation that the facility is free only to students. Therefore, UCO would have to pay the Center for each faculty/staff user. However, since it is unlikely that a significant percentage of the faculty/staff would actually take advantage of the facility the actual cost may be something UCO could assume.

Recommendation 8: Administration should establish an annual Staff Enhancement Day, modeled after the successful Faculty Enhancement Day currently held the week before the fall semester begins.

Response: I will carry this recommendation to Mr. Kreidler.

My most sincere appreciation to the members of the action team; Brenda Chappell, Kathy Terrell, Donna Kearns, Olivia Hanson, Blanche Washington, Andrea Stone, Brent Wendling, Pam Hawkins and Danielle Dill for their significant efforts supporting development and continuing education for staff and faculty at UCO. Thank you also to Donna Cobb and Marla Roberson for serving as facilitators. The team has created an effective set of recommendations and every effort will be taken to implement them.

Sincerely,

William J. Radke, Ph.D.  
Provost and Vice President for Academic Affairs

cc Chuck Hughes