

Deans Council  
September 7, 2016

1. Foundation Awards John Anderson/Trey Turner  
John Anderson from the SFA Foundation distributed faculty criteria for the annual foundation awards. John asked for any suggestions from the deans, he stated they were not limited to one nominee from each college for each award.
  
2. Evolving the lumberjacks campaign Steve Bullard (Trey Turner)  
Trey Turner stayed for this item. Dr. Bullard said he had previously forwarded an email to the deans asking for recommendations of faculty to be highlighted in the “Lumberjacks make great ...” Campaign. Dr. Childs said she has a problem with this campaign, as very few faculty are actually “lumberjacks”. It was also felt by all of the deans that it was unfair to pick certain faculty over others and suggested using faculty that have already been recognized, such as teaching excellence recipients and regents professors, particularly in light of the short turn around. Dr. Bullard will provide this information to the Office of Development.
  
3. Overload pay Judy Abbott  
Dean Abbott explained the policy that went into effect two years ago; overloads are determined in spring semester. A faculty member may work 15 TLC in the fall but only 9 in spring and therefore, there is no overload for the year. Dean Abbott thought the deans had come to an agreement and that overload compensation would only be determined after the 12<sup>th</sup> class day of spring. Dr. Berry and Dean Abbott stated that overload pay should not be made until a faculty member has completed 24 TLC. Dr. Bullard left the decision to each dean as to whether to allow faculty to be paid **\*in the fall\*** for a fall overload, as opposed to waiting until after the ORD date in the spring semester to be paid. It is incumbent upon the respective department chair and dean to make sure the faculty member who is paid for an overload in the fall works at least 12 TLC the following spring.
  
4. Wait Listing Lynda Langham/Sabrina Delaney  
Lynda gave a brief overview of the new wait listing process being recommended in Banner. When a class is full students are put on a wait list, with this new system an email will sent to the first student on the list when a place opens up. Students have a time frame to register (24 hours) and then it is offered to the next student in the list and so on. We are looking to introduce this in fall 2017, a critical part is crafting the communication to students.

## Suspension vs. Probation

Dr. Guidry raised the issue of students returning after fulfilling their suspension requirements, currently Banner still states they are “on suspension” as it works solely from the GPA. This cause issues with the students not realizing they can register, and also for financial aid and housing. Any change to this would need to be done manually and Lynda asked for direction from the deans. After some discussion, it was agreed that Lynda would create an online form that could be completed to advise the registrar the student had completed all the requirements and could register. Notes would be put on their account for housing and financial aid.

### 5. Houston-area GIS Initiative

At the strategic planning meeting on September 8, preliminary results on this project will be presented to the Vice Presidents and deans at 8.30 a.m.

### 6. Community college transfer Hours recommendation

Dr. Guidry reported that after reviewing this issue at the request of Dr. Bullard this summer, the Associate Deans recommend no change to the number of transfer hours (66 academic and 4 kinesiology) from community colleges. The deans were in agreement. However, they did recommend looking at the number of advanced hours in residence we require for a degree. It is variable around the state.

The associate deans recommending reducing our residency requirement from 42 to 36—all advanced—but this still puts SFA at the high end of residency requirements. Dean Judy Abbott recommended reducing our residency requirement to 30 hours to make us more competitive.

Dr. Bullard will take this item to faculty senate for further discussion. He asked Marc Guidry to present it to the Faculty Senate at some point in the future.

### 7. Classroom/Lab Lock Upgrades

Judy Abbott

Dean Abbot is part of a committee working on a project to upgrade classrooms on campus and install locks/key cards to allow more security. Chris Rivers is working on an emergency action plan and collecting information from other universities. Further details will be shared as work progresses.

### 8. Policies

Access to Secure Computing Facilities(14.1)

University Awards Programs (12.20)

Piney Woods Conservation Center (16.21)

Graduate Student Advisement (6.13)

Graduate Assistantships (6.12)

Establishing Centers, Institutes, and Specialized Testing or Service Laboratories (5.10)

Professional Educators' Council (5.16)

Stone Fort Museum Collections (5.17)

All the above policies were approved with a couple of minor adjustments. These will be submitted for board approval at the November meeting.

Student Evaluation Policy (7.27) (combine with Teaching Effectiveness)

Dr. Himes asked the deans if this policy, which is coming up for review should be combined with the teaching effectiveness document that Dr. Murphy prepared? It was agreed the deans would talk to their chairs and this would be shared with faculty senate.

Unmanned Aerial Vehicles

Dr. Himes stated there was a need for a new policy with regard to unmanned aerial vehicles as they are becoming more common in the workplace. The policy committee will work on this and bring back a draft to the deans.

9. HEF & Professional Development

Funds will be distributed by the end of this week.

10. Assessment

An assessment meeting has been scheduled for October 7<sup>th</sup> on campus, deans, core curriculum assessment committee, university assessment steering committee and the assessment office will be invited. Bob Szafran and Debbie pace are organizing this event, three universities, Texas Womans, Lamar and Sam Houston will present and discuss what they are doing, what they learned etc .

11. Any Other Business

- A called board meeting will be held on Saturday 10<sup>th</sup> September, at 1pm. There are three agenda items, this is a public meeting and will be live streamed
  - 1) paint the town purple
  - 2) strategic planning update
  - 3) bond sale

- There was a question concerning the previous tenure and promotion policy. Dr. Abbott confirmed that anyone going up for promotion this year will still fall under the old policy. Therefore, if a faculty member is applying for promotion to Full professor this fall after serving three years as Associate Professor they are grandfathered under the old policy. Faculty going up for promotion in subsequent years should follow the new policy which states you **should** serve five years as associate professor before going up for promotion to full. The Provost has the ability to approve an exception at any time.
- The grading deadline for fall 2016 has been changed to **19<sup>th</sup> December**, due to the holiday schedule. The deans were asked to communicate this to chairs and faculty. It has been updated on our schedule of deadlines.
- Dr. Brunson will be hosting a seminar “The Psychology of College Persistence” by David Yeager on September 14<sup>th</sup> at 1:00 pm in Math 212, deans and advisors are encouraged to attend.
- The RFY committee looked at data for “15 to finish”, suggested changes are being made and it will be discussed at the next deans council.
- Dr. Bullard stated that Parents day is September 24<sup>th</sup> , and only one academic unit has enrolled. There was some discussion between the deans that previous experiences with this event had not been positive. Dr. Bullard encouraged the deans to contact Asia Smith, the new Assistant Director of Residence Life and consider having a presence at the event. He also stated we should discuss the event and any recommendations in time for next year.
- The book “Undergraduate Experience” is available free of charge to faculty and staff, an email was sent out to the campus allowing them to sign up. Dr. Bullard asked the deans to share this information and discussions resulting from the book will be ongoing.

## 12. Date of Next Meeting

October 12, 2016.

Attendees:	Steve Bullard	MaryNelle Brunson	Kim Childs	Buddy Himes
	Marc Guidry	Ric Berry	Shirley Dickerson	Hans Williams
	Tim Bisping	Judy Abbott	Sharon Brewer	