

Academic Affairs Council  
February 8, 2012

1. SFA Press/Course Material

Kimberly Verhines

Discussed possibility of formalized program where SFA Press assist departments/colleges in producing text books and workbooks. We currently have a number of departments that prepare and publish their own books, i.e. theatre, the proceeds go into scholarship fund. This would be collaborative effort, SFA Press, print shop, Barnes & Noble and colleges. A few examples of books already produced were given.

Kimberly's suggestion is to get books to students at minimal cost or even given for free and cost included in a course fee. This would be a great "feather in the cap" for SFA.

Dr. Berry asked everyone to give this some thought and we will return with more information at the appropriate time.

2. Policies

Steve Bullard

Establishing Centers (A-71)

File Maintenance for Faculty Personnel Files (A60)

Payments to Human Research Subjects (A-72)

Research Enhancement Program (A-39)

Small-size Classes (A-46)

after discussion, all five policies were approved and will be submitted to the board in April for approval.

Academic Accommodation of Students with Disabilities (F-33)

This is a University Affairs policy, deans were asked to discuss with chairs and send any comments to Sharon by February 20.

3. Convocation

Monique Cossich

Reminder that as you meet in individual college groups, when you decide on date and location for your convocation, please send them to Monique, preferably in early March.

4. Enrollment

Dr. Berry reminded the deans that we will be operating under new admission standards, and asked them to increase their efforts to recruit.

5. Bacterial Meningitis Update

All students registering after January 1, 2012 must have a bacterial meningitis shot, unless they meet one of the exemptions. Dr. Berry commended Monique on doing a great job with this effort.

6. Assessment Dates

Larry King

Core curriculum data due for Fall semester (2011) by March 1, 2012.

7. Graduate Studies

Mary Nelle Brunson

Dr. Brunson announced she is making some changes in the Graduate School. She will be finalizing these plans and asked that we work together to make it a success. Further details will be forthcoming. It was agreed the graduate bulletin needs to be updated.

8. Faculty Senate

At the faculty senate meeting on February 8<sup>th</sup>, State Senator Nichols will be there to answer questions. After that the issue of summer stipends will be discussed.

9. Mid semester grade reporting

This issue has been discussed previously and Dr. Berry asked the committee if they want to proceed with this.

Dr. Abbott supported the idea, and stated it would give students a “heads- up” of how they are doing. Dr. Murphy commented that at a previous institution, they had difficulty getting faculty to do it. Dr. Childs had discussed with her chairs, who were not bothered either way.

Dr. Berry asked, should it be undergraduate only? Core only?

Dr. King stated that when he teaches, every grade is put on Blackboard and so students can see anytime what they are making.

Dr. Berry asked Dr. Abbott to chair a sub-committee to discuss this and come back with some recommendations. The committee will include, Randy McDonald, Monique Cossich and Buddy Himes, and added they were free to bring in others to the committee as needed.

10. Professional Development for New Hires

Dr. Berry would like to consider requiring formal professional development for all new faculty, through the Teaching Excellence Center (TEC), probably 8/10 hours per semester. He stated that very few of our hires have been trained to teach. Part of reassigned time could be well used for professional development. This is a proposal and he would like feedback and would like to come to conclusion within a month, this could then be included in the terms of the contract.

It was suggested that we need to make it worth their while. Randy suggested package in a certificate so they can take it elsewhere, also suggested it be open to existing faculty also. Dr. Abbott agreed this would be a good idea as many faculty come here with previous teaching experience in public schools and it is very difficult to transition.

11. Dean Search for Dean of Sciences and Mathematics

Dr. Berry stated that Dr. Childs has done a great job as interim Dean. A formal search will now be launched and a recommendation will go to the Board of Regents in April. Dr. Bullard will chair the search committee.

12. Semester Grades Policy

This policy with recommended changes is available to view and comment on Academic Affairs webpage until March 5, 2012.

13. Any Other Business

- Dr. Berry stated that after the summer compensation proposal was sent out via email, he received a great deal of feedback. He was surprised that they are surprised we are under any kind of financial stress. We did such a good job of protecting jobs, people forgot we took such a large hit in biennium. Previous conversation seems to be forgotten.

He stressed that we need to schedule summer classes by what the students need and not by whose turn it is to teach.

Dr. Berry added that if there is an opportunity to fill a core class but not enough money, let him know immediately. We are not trying to punish anyone. We will do everything we can to enhance enrollment and increase credit hours.

- Monique reminded everyone about the second summer Pathways.
- Bright Ideas deadline – February 15<sup>th</sup> to Carrie Brown.
- Deadline for faculty research grants, March 9, 2012.
- Randy McDonald announced the D2Lkickoff workshop was a success, the new system will go live during May-mester. Blackboard will stay live in the background but will be turned off August 15 forever.
- Forestry have been reaccredited for 10 years.
- The Culinary Café will be open two days a week. Need to make a reservation, kicks off February 28<sup>th</sup>, cost is \$10 each. This will be advertised on SFA Today.

14. Date of Next Meeting

Deans Council, February 22, 2012.