

Academic Affairs Council
February 27, 2019

1. **Bright Spots Recognition** Megan Weatherly
15 people will be highlighted at the Bright Spots event on March 7, 2019, Faculty Senate will co-host with CTL. This is a result of the book reading and strategic plan. Highlighting bright spots is a great way to support faculty, Dr. Bullard encouraged everyone to attend.

2. **Outreach Program Dual Credit** JoeShannon/Janet Tareilo
Adjunct fair
Dr. Shannon asked for input from the deans regarding the recent adjunct fair held in Longview, we would like to replicate this in other areas. Dr. Himes said it was a great event, Dr. Sampson said she answered lots of questions about recruitment for graduate school.

Cleveland ISD Meeting
A meeting was held in Cleveland, teachers requested information on completer programs, this was a great recruitment tool. Talked about ITV teaching to students and questions about becoming adjuncts. SFA were the only representative from a four year institution, Academic Partnerships were there on behalf of Lamar.

Mini Showcase
Erma looking possibility of mini showcase Saturday road show, involving financial aid, housing, orientation. She will provide more details.

Dual Credit One Page Summary
The final dual credit one page summary is now available.

3. **Distance Ed 3 proposals (from DC 2/6)** JanetTareilo
Three new proposals effecting distance education were provided for the deans.

4. **Future Commencement Plans** Erma Brecht
In May 2019, 1500 students will graduate there was concern about construction in the coliseum but after discussion this will not be an issue until December. Further discussion will be had closer to the time.

5. **Course Section Setup (SSASECT) Rules'** Karyn Hall
Karyn Hall provided information on approved section rules, which are in now in Banner. This information will be emailed to the deans and they were asked to share with chairs and directors. Any questions should be sent to Karyn.

6. **Delinquent Planning and Reporting** John Calahan
By September 2020 we need to provide a compliance report to SACS. We need to be assessing and showing evidence we have improved. In 2015/2016 there was a 57% increase in delinquent reporting, people started and then stopped. John stressed we cannot lose control of this; we have to report this information, started to contact academic departments. Dr. Guidry stressed we will be unable to write this report without the data.

7. **Written Complaints Process** (from DC 2/6) Marc Guidry
Committee has been meeting to address the new standard in SACS accreditation requiring us to maintain a record of student complaints that be accessed. Anthony Espinoza is working on a central storing house for all types of complaints; prototype should be ready in March. John Calahan stated that one of the most important parts is to identify trends.

Writing the Compliance Certification Report Marc Guidry
Paul Henley sent out doodle poll to get everyone together who will be writing standards to discuss how to write, guidelines will be sent for the standards. There will be training before spring break. Those responsible for writing have been invited to join Microsoft Office 365.

8. **Any Other Business**
QEP the number one topic which came from the surveys was “Reducing Student Debt” this information was provided to the cabinet, further information will be forth coming.

9. **Date of Next Meeting**
March 27, 2019

Attendees:

Buddy Himes
Marc Guidry
Kim Childs
Lesa Beverly
Pauline Sampson
Brian Murphy
Erma Brecht
Mary Smith
Judy Abbott
Karyn Hall
Megan Weatherly
John Calahan
Mike Tkacik
Hans Williams
Jason Reese
Joe Shannon
Janet Tareilo
Sharon Brewer
Steve Bullard
Alisha Collins
Rachele Garrett
Shirley Dickerson
Shauna Attaway
Tim Bisping
Heather Catton