

## Academic Affairs Council

March 25, 2009

Richard Berry	Mary Nelle Brunson
Violet Rogers	Lisa Mize
Brian Murphy	Buddy Himes
Mike Fountain	Tony Duben
Monique Cossich	Paul Davis
Valerie Harrel	Carrie Brown
James Standley	Shirley Dickerson
Mike Stroup	

1. Core Curriculum Advisory Board Mary Nelle Brunson

Elections are being held and work on this committee will start in fall 2009. Also Dr. Peck has sent letters to members of the service learning advisory board, a nominee for each college was given by the deans.

2. Syllabus Mary Nelle Brunson

Dr. Brunson provided guidelines to attach to syllabus, which has been to the faculty senate for their information and comment. This will be emailed to the deans who should share with the chairs.

3. Assessment Mary Nelle Brunson

We continue to received feedback that assessment is not happening in some areas. Dr. Brunson reminded the deans that the July 17 deadline is mandatory, we have to meet this. She asked the deans to follow up with chairs and ensure they understand this has to happen. There will be implications on merit pay, equity, promotion and tenure if it does not.

4. Request for Indirect Cost Reduction or Waiver

This form is to be completed and approved by the president. It can be found on the ORSP website at the following URL:

[http://www2.sfasu.edu/orsp/Forms/IDC\\_waiver\\_request.pdf](http://www2.sfasu.edu/orsp/Forms/IDC_waiver_request.pdf)

5. Policies Brian Murphy

A-35.1 Oral English Proficiency Program  
A-38 Regents Professor  
A-46 Small-Size Classes  
E-71 Faculty Compensation

All policies were approved by the deans and will be sent to the Board for approval in April.

The process for the selection of Regent Professor has been changed and there will be only one per year, if approved. It was agreed that Regents Professors should be listed with the year they receive the award as this is not a rank.

Dr. Murphy will be looking at the program review policy and asked the deans for some suggestions.

## 6. Other Business

- Showcase Saturday is March 28, beginning at 1:00 p.m.
- We have hired a new Dean of Forestry and Agriculture – Dr. Steven Bullard.
- We have hired a new Director of School of Music – Dr. John Roberts.
- Financial Aid are getting read to process awards for spring and summer.
- Convocation is scheduled for September 3, 2009 at 4:15 p.m.
- Maymester – if classes do not make by Wednesday 13<sup>th</sup> May, faculty will have until the end of the day on the 14<sup>th</sup> to find more students, otherwise they will be cancelled effective May 15<sup>th</sup>.
- April 9<sup>th</sup> a new ILS catalogue system will be installed in the library.
- Deans' Circle will have an awards ceremony on April 17<sup>th</sup> at 5:30 p.m. at the art gallery.
- Gina Small, advisor for the College of Business works on retention and recruitment. She prepares a list of success stories, Dr. Berry asked all deans to do the same and this will be reported to the board.
- Carrie Brown is recruiting an Associate Director for the Office of Research and Sponsored Programs.
- Dr. Murphy is looking at students who have completed 60 hours or more and not completed the core.
- Dr. Murphy will begin orientation for faculty taking students abroad.
- Dr. Brunson reported that the First Year Experience committee has been meeting all semester. Sub-committees have now been formed, a FYE webpage is needed.
- Dr. Gary Wurtz will chair the admissions standards committee.