

Academic Affairs Council

April 7, 2021

8:30 a.m. – 10:00 a.m.

1. **Peer Tutoring** M.E. McWilliams

M.E. presented 2020 assessment of the AARC. Even with COVID they were able to service close to the same amount of students and a little over 28,000 contact hours servicing students. Online tutoring was already available pre-Covid, but significantly increased due to the pandemic circumstances.

2. **Mid-Career Faculty Initiative** Pauline/Megan/Marc

Marc, Pauline, and Megan are working on the development of an initiative designed to support mid-career faculty. They have drafted the following purpose statement:
The Office of the Provost, in collaboration with the Office of Research and Graduate Studies and the Center for Teaching & Learning, are planning to launch a mid-career faculty development initiative. The initiative will be open to those faculty who have been at the rank of associate professor for five years. Participation will be voluntary. The goal of this initiative is to promote the scholarly and educator development of mid-career faculty so as to support them in meeting post-tenure review guidelines, to improve research and teaching satisfaction, and to better support our students.

They have also completed a review of similar programs at other institutions as well as a literature review of the effectiveness of such programs. They are completing a draft of a needs assessment survey to be sent to mid- and late-career faculty as well as a survey to be sent to academic unit heads. They will share the draft with the deans for comment as soon as possible.

3. **Articulation Agreement Website** Sarah Kouliavtsev

Sarah and Ryan have been working together to provide an online summary of all articulation agreements by degree/concentration. AAC approved to move the articulation agreement summary forward from the development site to make it live and available on the website.

They are continuing work on additional partnership summaries with dual credit, transfer Ryan will create a systematic plan to be able to annually update the partnerships website

4. **New Degree Plan Template** Ryan Brown-Moreno

Ryan presented a template to use for community colleges to help map their degree plans and help with the transfer of credits to SFA. Dr. Guidry emphasized the importance of making sure units and advisors are all using the same template for consistency. John Calahan mentioned degree plans have already been mapped and available on the website. Emily Jefferson referenced the transfer template presented is more specifically tailored towards transfer students we have articulation agreements with. Ryan and John will work together to collaborate efforts for the

transfer template and the degree maps already available.

5. **SFA1101 Coordinator/Student Success Coordinator** Raquel Skidmore
SSC has been approved to hire an SFAS 1101 coordinator, and Raquel shared with AAC to please share with faculty who may be interested to reach out or apply for this role.
6. **Standard Academic Standing for Spring 2021** Steve Bullard
Policy 6.4 has been suspended for a couple of semesters and Registrars office needs to know if it will be suspended for Spring 2021. Faculty senate is concerned if policy is further suspended it will create more harm than benefit and causes students to get in a hole they cannot get out of academically. No dissenting opinions were made to reinstate the policy for Spring 2021. This topic will be brought forward to the chairs meeting on 4/8/2021.
7. **Commencement Speakers** Lynda Langham
Lynda shared there will be 7 graduation ceremonies in May. Lynda is proposing each ceremony should have a congratulatory or motivational speaker to speak 5-7 minutes. Each college assigned to the ceremony would provide the name to the Registrar with the speaker to avoid any one person having to speak at all 7 ceremonies. Deans will need to provide the name to the Registrar by Monday April 19th.
8. **May 1 Axe'cepted Student Event** Emily Jefferson
Purpose of this event is to get students on campus instead the regional area as it usually is. 500 students can register and are allowed to have 2 guests, masks and social distancing will be required. Deans and Units have been contacts with the schedule, the event needs volunteers.
9. **Any Other Business**
Karyn Hall updated the council communication, which should go out to advisors to communicate change of the name of parts of term to help students better understand the offerings.

Deans Council

10:15 a.m. – 11:45 a.m.

1. **Mental Health Info on Course Syllabi** (10:15 a.m.) Chris Moore
Chris shared an addition to the course syllabi discussing mental health would help students to know they are supported by their professor, the university, and have access to resources to get help if needed. Deans are in support of adding this language to course syllabi for the fall. Chris Moore will bring this to SGA meeting to pass a resolution.
2. **Five LIT Recommendations** Jason Reese
Jason presented 5 recommendations made by the LIT committee. LIT recommendations: 1. Revising the existing policy regarding transfer credits 2. Revising the existing policy regarding AP/CLEP credits, 3. Centralized classroom scheduling, 4. Classroom technology training across

pedagogical modalities (zoom rooms, etc.) 4. Revisions to processes that encourage scholarship in teaching and learning analytics.

3. **Policies**

Tim Bisping

- 7.9 Distance Education – no changes
- 7.17 Library Faculty – no changes
- 6.12 Graduate Assistantships – minor punctuation edits, move forward
- 6.10 Courses Add/Drop – no changes move forward to board
- 6.17 Graduate Admissions – minor grammar change, move forward

Deans approved all minor changes

4. **Use of Slate in Graduate Recruiting** – working great for recruitment

5. **Graduate School**

Pauline Sampson

Graduate Research Conference – reminder of conference coming up

Summer and fall grad school application – up in graduate applications, will continue to put for fall EPAFs separation for G.A.'s – reminder to complete EPAF terminations

Dr. Childs asked about GA allocations and Dr. Sampson informed them they will be allocated tomorrow 4/8.

6. **Conferring a Degree/unwritten practice**

Judy Abbott

Dr. Abbott requests there become formal guidelines to address unwritten practice of extending deadline of requirements for conferring degree. Dr. Abbott will take lead of finding a policy from another institution with similar situation. Deans forum will discuss and bring forward policy to policy committee.

7. **College Convocations**

Marc Guidry/deans

Student affairs are wanting to know if deans plan to have a convocation. COSM and COFA prefers convocations at unit level rather than college level. There is enough overlap within ATCOFA to have convocation at college level. Other deans will move forward if COVID allows. Dr. Guidry will notify student affairs each college will move forward with their own plan.

8. **Reaffirmation documents & information**

Marc Guidry

Should all reaffirmation documents be made available on public facing website, or only put limited documents, such as CCR? Dr. Bullard will raise question with Dr. Gordon and with Chairs at 4/8/21 meeting.

Number of hours a student can take in summer term – banner is not able to set an automatic limit for the number of hours a student can take in summer. However, Registrar can generate a report that would generate a rule that would not allow more hours than in number of weeks for that part of term, then the most recent course registered would drop. Dr. Bullard recommended to move forward with this for short-term.

9. **Annual Academic Program Review**

Marc/Karyn/John

Helps with continuous monitoring and evaluation and future SCACSCOC reaffirmation. Dr. Childs brought up the timeline is the part chairs viewed as problematic. Dr. Guidry emphasized the importance of this information as it will be needed for SACSCOC and will begin to be presented to the board.

10. **Graduation with honors, exceptions 54 hours**

Steve Bullard

The UG bulletin states you must have 54 hours at SFA to receive honors – FYI to deans the Provost can approve an exception if this comes up in any of their colleges with recommendation from chair and dean.

11. **Potential Restructure of Policy Committee**

Steve Bullard

Faculty senate would like to request more teaching faculty representatives on the policy committee, they are recommending adding two additional teaching faculty to have majority of faculty. Dr. Bullard will discuss with them at the next faculty senate meeting.