

Minutes
Academic Affairs Council
April 20, 2011

1. **Jack Text**

Paul Davis

We now have the ability to send text messages to students if they sign up, with no cost to SFA. They can link into banner, so they will receive administrative information such as grades, bills, financial aid etc. This is offered among colleges, and there has been a lot of interest. The deans were given a list of options to use for texting. Faculty members will be able to log into MYSFA and send text to class.

Paul asked if there are other areas where this could be used, to let him know. We are trying to tailor to individual students, and only send them information relevant to them. There is an option for other cell numbers to be included, such as parents. The messages will be sent out as email and converted to text message. Students are starting to sign up, hopefully over the summer billing announcements will be sent this way and by fall everything will be sent via Jack Text. Announcements are running on the radio.

2. **Possible Changes to Phone Line Chargers**

Paul Davis

Paul Davis explained that currently everyone is charged \$ 8 per month per telephone line, plus long distance. The house bill in place regulating cost has increased and therefore we need to look at increasing line charges. Paul would like to go to annual billing rather than monthly. Monthly reports will still be maintained, but there will be no adjustments during the year. Everyone was in agreement with this. Dr. Berry stated that since Paul has been Director of ITS he has looked at efficiencies across campus.

3. **Turn-It-In.Com**

Randy McDonald

Our campus usage for Turn-it-in is about the same as last year however, the costs have significantly increased. Last year 27,000 checks were put through Turnitin. The Provost pays for this, OIT facilitates it and pays for it to integrate with blackboard. There are approximately 110 professors use the service on campus, the cost has increased to \$25,000.

Randy McDonald explained that there are no alternatives available right now but he will look at other options for the future. The increased cost has added capabilities that may encourage more faculty to use. The deans were asked for their input.

4. **Assessment**

Larry King

Dr. King gave a reminder that 2010/2011 assessment s are due July 15, 2011.

Major issue is that offsite and on site team feel we are not “closing the loop”.

5. Academic Calendars

Dr. Berry issued copies of academic calendars for 2011/2012, 2012/2013, 2013/2014, these have been prepared and reviewed by the university calendar committee. James Standley and Sharon Brewer are on the committee and can answer any questions.

6. Commencement

May 14, 2011, we are very close to capacity, we have 1,300 chairs that can sit on the floor and we have 1,090 walking, with 1245 in class, there will be 200/250 faculty . Speaker is James I. Perkins.

Monique Cossich said we may need to look at moving to two commencements, she noted that the board were not happy to talk about this in the past, but things have changed. We may have to look at this, for safety and legal issues, and we need to think about this before May 2012.

7. Furlough Days

Dr. Berry reminded everyone about the upcoming furlough days, information was sent by HR on how these should be taken.

8. April Board Meeting

Faculty appointments, and personnel issues were approved at the April meeting. There were questions from the board regarding tenure and small size classes. Curriculum changes, and policies were approved. Web site regulation gained approval, the exemption for fine arts was deleted, the only exemption being for individual faculty pages and athletics.

Bought property on Starr Avenue. Hired a firm to update the campus master plan.

The item with Academic Partnerships was tabled, and will be re-addressed in the next few weeks, in the hope to bring back to called board meeting on May 13th. A meeting to discuss this will be called over the next week with various people involved in this whole process.

The summer budget was adopted, reduced by \$1.1 million from last summer, fee increase approved. Purchase of College Sciences and Mathematics X-Ray machine was approved. Grant awards approved as part of budget.

We will no longer accept visa for tuition and fees, further clarification will be forthcoming. Visa can still be used for purchasing tickets and paying for application.

Monique Cossich asked the deans to go back to advisers and express where fee is going, communicate with them. Also need to communicate to students that we no longer accept visa payments.

9. Text Books

Dr. Berry said there are a lot of people on campus concerned about the cost of text books. One thing that will really help is faculty submitting their orders. Barnes and Noble have sent out three reminders, only 14% have responded. The deans were asked to encourage faculty to take care of this.

10. Tenure Policy

Buddy Himes

The Policy committee have finished their work on the Tenure Policy. The draft policy will be posted on the Academic Affairs webpage with an opportunity to comment by May 20, 2011. Dr. Berry will view any comments and decide if amendments are needed. The policy will be sent to the July board meeting.

Dr. Standley asked about hiring with tenure, this is not addressed in the policy. However, it was confirmed we do hire faculty with tenure, they still have to go through the process.

11. Any Other Business

Heather Catton has been named Interim International Director, Dr. Berry said there is a heavy burden in international programs because strategic plan states we will increase opportunities for international students.

12. Date of Next Meeting

Deans Council - May 4, 2011.