

Academic Affairs Meeting
May 5, 2010

Ric Berry	Carrie Brown	Mary Nelle Brunson
Steve Bullard	Monique Cossich	Shirley Dickerson
Tony Duben	Mel Finkenberg	Buddy Himes
Larry King	Debbie DuFrene	Brian Murphy
Mike O'Rear	Paul Smith	James Standley

1. Planned Energy Conservation Policy Debbie DuFrene
Dr. DuFrene voiced concerns about the planned energy conservation policy, which was shared by other deans. It was agreed there are a number of areas on campus that must be excluded from this plan, Dr. Berry asked the deans to email him and he would ask Danny Gallant to make exceptions.
2. Policy Revision – Effort Reporting (A-68) Carrie Brown
Carrie stated that we need to consider a change to the current policy due to an audit finding. A paragraph will be added to require training. This change was approved and the policy will be submitted to the board in July.
3. Policies Brian Murphy
Distance Education Faculty Competencies & Compensation (A-58)
Transfer Admission (A-44)
Scholarship Disbursement (F-24)
All policies were approved and will be submitted to the board at their July meeting.
4. Emails
Dr. Berry reminded everyone to be careful about when writing emails, particularly when dealing with faculty and students. He reminded them that these records are permanent. He also encouraged everyone to get a separate email account for personal emails.
5. Budget
Dr. Berry announced that salary increases would be limited to equity based increases. He said we would target where adjustments go. Salary sheets were given to each of the deans and CUPA data will be emailed to them. A meeting will be scheduled with each

dean/director to discuss recommendations. Budget sheets should be returned to Dr. Berry by May 25th.

6. Any Other Business

We are receiving an increasing number of requests for transfer hours from non-regionally accredited institutions. We may be under pressure to reconsider these and look at them on an individual basis.

7. Date of next meeting

Deans' Council – May 19, 2010