

**Academic Affairs council**  
**May 21, 2014**

1. **Policies**

Brian Murphy

Course Scheduling Policy (4XX)  
Academic Dishonesty (4.1)  
Academic Program Review (5.1)  
Academic Unit Chair Director Teaching Load (4.3)  
Class Meeting Times (4.XX)  
Laboratory Fees (3.22)  
Part Time Faculty (7.21)  
Piney Woods Conservation Center (16.21)  
Professional Educators' Council (5.16)  
Research Enhancement Program (8.11)  
Grants and Contract Administration (8.3)

After discussion, all the above policies were approved and will be submitted to the Board for approval at the July meeting.

Class Attendance and Excused Absence (6.7)  
More clarification was needed on this policy and so it will be returned to the policy committee for further review.

Dr. Berry thanked Dr. Murphy for his hard work as Chair of the Policy Committee this year.

2. **OMB Uniform Guidance for Federal Awards**

Carrie Brown

Dr. Brown briefly explained these federal government changes and will be forming a working group to look at these in detail.

3. **Room Inventory Validation**

John Calahan

Each member of the committee had received a binder generated by Physical Plant detailing plans of the rooms within their college/area, specific to that area. He explained the contents and directions, the books are to be returned to John Calahan by June 20. This project was last completed in 2010, to identify exactly what rooms/space we have available.

Any questions should be forwarded to John Calahan or Physical Plant contacts. When all the information is collected, Physical plant will update our records with the State. We are due for room audit by Coordinating Board during 2015.

4. **SACs Annual meeting**

Mary Nelle Brunson

The annual SACS meeting this year is December 6<sup>th</sup> to 9<sup>th</sup> in Nashville. Traditionally, only the assessment side have attended, we never have any deans in attendance, but other institutions do. Dr. Brunson stressed this conference is not just about accreditation but there are leadership tracks that

would be beneficial for deans. If any deans are considering attending, please let Dr. Brunson know.

**5. Budget Merit Pool**

Dr. Berry reported that all salary recommendations have been received and he has met with each dean/director. Final spreadsheets are due to the budget office tomorrow. If Dr. Berry finds any extra money he would like a recommendation of a few names from each college/department that should be addressed, primarily for equity. Each dean/director was asked to send three names to him by the end of the day.

**6. Accountability Report**

David Gardener from the Coordinating Board produced accountability report on May 16, this was distributed to the regents. Dr. Berry has a copy of the report, which contains a great deal of information, he will send it on to the deans/directors and they can distribute if necessary.

**7. Generation Study Abroad**

Heather Catton

Heather reported that the study abroad initiative is to increase enrolment to 3%, it is currently at 1%.

**DEANS ONLY**

**8. Academic Probation vs Suspension**

Monique Cossich

With the current reinstatement policy we have experienced a situation where an advisor has allowed a student to come back and not sit out a semester for academic suspension. The dean's office wanted to change academic standing in order for the student to receive financial aid.

Rachelle Garrett explained that Financial Aid does not look at current standing when considering financial aid, students simply have to meet certain requirements. If a student is denied financial aid it is probably because of unsatisfactory academic progress. The question was asked, do we need a continued suspension status? Dr. Berry felt we just need to change the wording in policy 6.4, Academic Probation, Suspension and Reinstatement for Undergraduates, so avoid confusion - Monique will work on this.

**9. Any Other Business**

Dr. King gave an update on the assessment of the core curriculum; the committee have now reviewed all material from 62 submissions, out of a total of 79. The committee deserve a lot of gratitude.

The Livetext contract has been signed and we will soon start implementation. Dr. King will be providing faculty training. The goal is to minimize the workload and responsibility of faculty.

John Parker explained that he has been using server virtualization (the cloud) for several years, which allows cost savings. There are some areas that do not have full tech support staff and these would benefit from using this. In many ways ITS would manage servers from then on. He advised the deans if they

have old servers and are thinking of replacing them, they should contact him to look at this option.

**10. Date of Next Meeting**

Deans Council, May 28, 2014.

Academic Affairs Council, June 18, 2014.