

Academic Affairs Council

June 18, 2008

Richard Berry	Brian Murphy
Violet Rogers	Tony Duben
Tom Wheeler	Buddy Himes
Randy McDonald	Mike O'Rear
Shirley Dickerson	John Jacobson
Paul Davis	Mary Nelle Brunson
Ken Farrish	Monique Cossich

1. **Graduation Deadlines for Thesis/Dissertation/Comprehensive Exams**

Dr. Wheeler proposed moving thesis deadline to be consistent with the rest of the courses. Currently it is given a month after the class closes, which causes some delays for the registrars office. This was approved by the Council and Sherry Wells will be advised.

2. **Second Bachelors Degree**

There was some discussion regarding students wishing to take a second bachelors degree. Forty-two additional hours are required, hours already applied to the first degree cannot be used.

It was agreed that Dr. Rogers, Dr. Duben and Dr. Murphy would meet to discuss this issue and report back to the council with proposals.

3. **General Bulletin**

A student has the ability to choose any general bulletin to follow from the year matriculated, regardless of where they enrolled, for a period of six years.

4. **Number of Earned Hours for Classification as a "Senior"**

Sherry Wells stated that with the change to 120-hour degree plans, we may wish to re-define the number of hours which declares a student is a "senior". It is currently 95 hours and Sherry is proposing this be reduced to 90. Dr. Berry stated this may effect Financial Aid and therefore, this will be checked with Mike O'Rear and we will report to the registrar.

5. **Advertising for Vacant Positions**

Dr. Berry announced that "Higher Education.com" is a much cheaper option for advertising vacant positions. The deans confirm this is being used successfully.

Monique Cossich continues to be frustrated having to post positions for lower salary than their budget offers, because of Human Resource constraints. Dr. Berry will discuss this issue with Glenda Herrington.

6. Student Learning Outcomes (SLO) Update

Dr. Brunson has received most of the SLO's and are now being processed. Meetings will be arranged with each of the deans to discuss these.

The Teaching Excellence Center developed a workshop on student outcomes.

7. Substantive Change

Dr. Brunson reported there have been some difficulties with off-campus substantive changes which are not going through the curriculum process and therefore, notifications are not being triggered. These changes must include the complete location and how much time is designated to it. SACS require ninety days notice of such changes. Any off campus on-line program changes must be also be reported.

8. Enrollment Update

Monique is compiling the May-mester comments, there have been a few complaints but overall feedback was good.

9. Freshman Convocation

August 28, 2008 around 4:00 p.m. with the same format as last year. The new bulletins will be given out at convocation.

The Superintendent of Nacogdoches ISD visited Monique regarding dual credit, he would like to expand the program.

10. Distance Education

Dr. McDonald reported that there was a spike in summer enrollments for on-line classes. Five May-mester classes were offered with 133 students.

11. Budget Update

The budget is in process and will be ready to be approved at the July board meeting. \$0.5 million was awarded for faculty equity and a 3% pool was given to everyone.

12. International Degrees

By 2010 all international degrees will be three year degrees and will be standard throughout Europe. Currently 85% of universities in the United States accept them, Dr. Norton asked if we should - this would help improve enrollment. Dr. Berry will take this under consideration.

13. **Tenure Policy E-50A**

This policy has been pulled from the April Board meeting to enable faculty feedback. After some discussion and minor changes, the tenure policy was approved and will be submitted to the Board in July.

Dr. Farrish reported that Dr. Beasley would like to go on record as being opposed to the following items:

Policy E-50A
IV. D.

Within five (5) class days of completion of the evaluation by the tenured faculty from the candidate's department and the chair of the candidate's department, the candidate will be notified in writing by the chair of the department of the status of his/her application for tenure and the recommendation from the tenured faculty and chair. Within five (5) class days of being allowed to review the written recommendations and supporting comments the candidate may attach a letter of response addressing errors of fact in the recommendations. Such a notification and any subsequent response by the candidate will become part of the dossier.

IV. E.

Within five (5) class days of completion of the evaluation by the tenure committee from the candidate's college and the candidate's dean, the candidate will be notified in writing by the dean of the college of the status of his/her application for tenure and the recommendation from the tenured faculty and chair. Within five(5) class days of being allowed to review the written recommendations and supporting comments the candidate may attach a letter of response addressing errors of fact in the recommendations. Such a notification and any subsequent response by the candidate will become part of the dossier.

14. **Date of Next Meeting**

Wednesday, July 16, 2008.