

Academic Affairs Council

July 1, 2009

Richard Berry
Violet Rogers
Brian Murphy
Mike Fountain
Monique Cossich
Mike O'Rear
Carrie Brown
Shirley Dickerson

Mary Nelle Brunson
Mel Finkenberg
Buddy Himes
Tony Duben
Paul Davis
Randy McDonald
James Standley
Steve Bullard

1. Access Project Update

Sandy Turner

Sandy Turner gave an update on the Access project, advising that finance/student admissions will go live September, 2009 for students registering for fall 2010. End user training will be offered beginning July 1.

Banner cannot identify between transfers hours from junior college and four year institution, they are looking at this issue.

A solution may have been found to the repeat policy in Banner.

Banner sees all majors as the same however; a second major does not have the same requirements.

A proposal for summer/fall is required, Sandy offered the following two scenarios to be considered:

Scenario 1

<i>Summer registration</i>	-	<i>March 2</i>	<i>Seniors</i>
		<i>March 3</i>	<i>Juniors</i>
		<i>March 4</i>	<i>Sophomores</i>
		<i>March 5</i>	<i>Freshmen</i>

<i>Fall Registration</i>	-	<i>March 25</i>	<i>Seniors</i>
		<i>March 26</i>	<i>Juniors</i>
		<i>March 29</i>	<i>Sophomores</i>
		<i>March 30</i>	<i>Freshmen</i>

Scenario 2

<i>Summer registration</i>	-	<i>March 2</i>	<i>Seniors</i>
		<i>March 3</i>	<i>Juniors</i>
		<i>March 4</i>	<i>Sophomores</i>
		<i>March 5</i>	<i>Freshmen</i>

<i>Fall Registration</i>	-	<i>March 25</i>	<i>Seniors</i>
		<i>March 26</i>	<i>Juniors</i>
		<i>March 29</i>	<i>Sophomores</i>
		<i>March 30</i>	<i>Freshmen</i>

The committee voted for Scenario 1 and Dr. Berry will obtain approval from

Danny Gallant and Dr. Pattillo.

Summer 2010 registration will be handled using the old system and fall registration will be processed via Banner.

It is proposed we use a single summer term with 3 “part of terms” – Maymester, Summer 1 and Summer 2, this would enable Financial Aid to automate their process.

2. SACS Update

James Standley

Dr. Standley reported that a team had attended the liaison visit in Atlanta, this was useful and the team met with Dr. Lord. By June 2010 the compliance report needs to be ready to go. The review team will be on campus March 1-3, 2011, which means the QEP is needed six weeks prior to the visit. Dr. Standley is continuing to work on faculty credentials, some policies will need to be reviewed.

Syllabi is still missing from some areas, Dr. Berry stated there will be affects to merit and salary if faculty do not comply.

Dr. Brunson reminded everyone that July 17 deadline is close and we must receive the necessary data.

3. Second Majors

Many departments/programs offer a second major in lieu of minor, which equate to 24 hours course work, 12 of which are advanced. Dr. Berry asked why we need them and what is the benefit? The council agreed these are not a good idea. Everyone agreed that that a second major should be equal to the first.

Dr. Berry asked the deans to discuss with their chairs and determine if they approve eliminating second majors.

4. MITC Willowbrook/Cy-Fair area

An MITC is being established in the Cy-fair area. Lonestar College System purchased five teaching centers for each university. SFA are late getting into this and the Board of Regents want us to open one.

Dr. Berry asked everyone to consider this and consider whether it would be beneficial.

Dr. Standley suggested working with more high schools for dual credit programs - we do not want to be left out of this. Dr. Berry will talk to Dr. Stringland at Kilgore. There are rumors that Angelina are opening an MITC.

Dr. McDonald stated that for a fraction of the cost and effort, we could offer these on-line.

5. Posthumous Degree – Charles Salmon

Dr. Berry advised the council that a marketing major, Charles Salmon committed suicide on campus about a month ago, he was on track to graduate in August and already enrolled for Summer 2. Dr. Pattillo would like to award his degree posthumously at August commencement. All deans were in agreement with this request.

6. Garner Apartments

A final decision on the fate of Garner apartments will be made in the next two weeks, it will cost \$0.5 million to tear it down and \$5/10 million to make it livable, if this option was taken we would have to increase the rent.

Any college/department with antennas on the tower should arrange for them to be moved.

If the apartments are torn down an additional 1,000 parking spaces will be created.

7. Emergency Response Plan

Following several emergency situations in past years, emergency protocols for academic buildings are needed. Dr. Berry asked the council to start thinking about this, building coordinators will be designated in each area and a communication tree formed. A list of buildings will be distributed at a later date.

8. Online Courses

Randy McDonald

Randy asked that course numbers are entered into the system as approved. There have been instances where the course number has been changed because of the online instructor, this is a separate issue.

October 14 - 16 Texas Blackboard Users Group Conference.

Dr. Berry asked the deans to be vigilant on enrollment for online courses, the rule of thumb is that you can teach online the same number you would teach face to face.

9. Policies

Academic Program Review policy will be discussed at a future meeting.

A-31.5	Misconduct in Research & Scholarly Activities
A-11.5	Conflict of Interest in Sponsored Events
A-XX	Payment to Human Research Subjects
D-43	Computing Software Copyright
F-40	Acceptable Use of Information Resources

After some minor changes to the wording these policies were approved by the deans and will be submitted to the Board at the July meeting.

Dr. Berry excused himself from this item, he felt it would be a conflict of interest as he is married to an adjunct faculty member.

Dr. Brunson advised that Faculty Senate are proposing a resolution with five main points, she asked for the deans response to this.

- i) Clarifying duties and responsibilities of adjunct faculty.
- ii) Encouraging more participation of adjunct faculty.
- iii) Consider cost of living pay adjustment.
- iv) Change Policy E-20A and consider merit and evaluation.
- v) Attempt to place full time long term adjunct faculty into permanent positions.

In relation to item (v) several adjunct faculty in Fine Arts have been moved into permanent positions this year, if there is a line item available in the budget this is appropriate.

The deans discussed each item in detail and stated that if adjunct faculty members have specific issues they should address these with their department chairs.

Dr. Brunson will email a copy of the resolution to departments and will respond to the Faculty Senate.

11. Date of Next Meeting

Wednesday July 15, 2009 at 9:00 a.m. - Deans' Council.