

Academic Affairs Council

July 16 2008

Richard Berry
Violet Rogers
Tom Wheeler
Randy McDonald
Shirley Dickerson
Paul Davis
Ken Farrish

Brian Murphy
Tony Duben
Buddy Himes
Mike O'Rear
John Jacobson
Mary Nelle Brunson
Monique Cossich

1. **Advanced Hours Requirement in 120 Hour Degree Programs**

There appears to be problems with some of the degree program requirements with the reduction to 120 hours, in achieving 42 advanced hours. Dr. Berry emailed the deans and asked them to look at their specific programs. The question of reducing the number of required advanced hours to 39 was raised. If this is the case, we would also need to reflect this change in policy A-40 (Satisfactory Academic Progress for Financial Aid Recipients) and advise both Sherry Wells and Mike O'Rear.

It was noted there are still a number of changes required for the general bulletin, as it is too late for changes to be made, it is essential that advisors are made aware of these.

2. **Final Grade Due Date for Summer I**

Because of the short time frame for grades to be entered for Summer I and beginning of Summer II, there have been several problems with pre-requisites. Dr. Berry asked the deans to think about this issue and some possible solutions.

3. **Study Abroad Courses (lecture/practicum)**

To avoid having short classes, Dr. Berry asked if there is a legitimate way to devise study abroad courses other than lecturers or labs which has a minimum requirement of ten students, such as practicum or independent study. The deans were asked to give this some thought and talk to department chairs. The issue of faculty teaching load makes this difficult.

4. **The Role of Deans for Freshman Convocation**

For those deans not familiar with Freshman Convocation, the role of the dean was explained. We will ask Monique Cossich to report at the next meeting.

5. **Board Approvals**

Dr. Berry highlighted a number of items discussed and approved at the Board of Regents meeting on July 15, 2008:

- Strategic Plan was approved and will be available on-line. Dr. Pattillo will officially launch the plan at his University address on August 21st at 9:00 a.m. in the grand ballroom.
- The 2008/2009 budget was approved with a 3% salary raise pool, generated by tuition increase.
- New positions were approved using re-allocated money for academic advisors in Education, Liberal and Applied Arts, Sciences & Mathematics and Fine Arts, a technology assistant in Fine Arts and a Rockwell chair in Forestry & Agriculture.
- \$0.5 million was awarded for faculty equity, this will help to make significant progress.
- Professional development will remain the same as last year and Dr. Berry will have allocations to the deans soon.
- Ph.D. School Psychology was approved.
- Agreement between the University and College Fine Arts – “Deans’ Circle”.
- Holiday schedule was approved and is available on-line via Human Resources webpage.
- Danny Gallant named Vice President of Finance and Administration.

Dr. Berry also announced that Debbie Sellman has been named Budget Director for Finance and Administration.

6. **Retreat – August 18, 2008**

Academic Affairs will hold their retreat on Monday, August 18th in the Wyatt Room of the Library and the Teaching Excellence Center from 9:00 a.m. – 4:00 p.m. Schedule as follows:

9:00 a.m. – 12:00 noon	Academic Affairs Council	Wyatt Room
12:00 noon – 1:00 p.m.	Lunch including Associate Deans	Wyatt Room
1:15 p.m. – 4:00 p.m.	Deans & Associate Deans	TEC

7. **Moving in Dorms**

As in previous years we will be handing out water to students moving into the dorms on Saturday, August 23rd. Further information will be forthcoming.

8. **Second Bachelors Degree**

Following the meeting in June, Dr. Duben, Dr. Rogers and Dr. Murphy met to discuss this issue and Dr. Duben made the following proposal:

To allow students to use the first major as a minor on the second degree. It was also suggested that we cut back the requirement of additional hours to 39, instead of 42 in light of the reduction to 120-hour degrees.

This item will be discussed in further detail at the next meeting.

9. Student Course Evaluations

There is concern at the lack of feedback being received from student evaluations and some faculty would like to revert to paper and pencil. Policy A-48 Student Evaluations of Instruction was amended in April, 2008 giving each department the freedom to use the method of their choice.

It was decided this would be an agenda item for the retreat, deans were asked to think of ways to improve return rates.

10. Core Curriculum Advisory Committee

Dr. Berry will form a Core Curriculum Advisory Committee in fall 2008, which will include a faculty from each college, with more than one from Liberal and Applied Arts and Sciences and Mathematics, as well as non-faculty members, Sherry Wells and Mary Nelle Brunson. The committee will also include at least one department chair.

The charge for the committee will be to review all courses in the core curriculum and make recommendations to the Deans' Council. The plan is to review twenty courses each year, on a four year rotation schedule.

11. Faculty Certification of Credentials

Dr. Standley designed the form to assist the SACS office in determining if faculty meet requirements.

The form will be made available on-line and should be implemented immediately. This should be completed for all new faculty hired and eventually will have to be completed for every faculty member. This will be the responsibility of the department chairs.

12. Orientation

The last two orientations will take place on 20th and 27th July, deans participating in these will be:

20th July, 2008
Dr. Murphy
Dr. Himes
Dr. Rogers

27th July, 2008
Dr. Murphy
Dr. Himes
Dr. Duben

Dr. Berry will not be available on 27th and therefore the student regent, Lacy Claver will take his place at orientation.

13. Date of Next Meeting

Academic Affairs Retreat – Monday, August 18, 2008 at 9:00 a.m.