

Academic Affairs Council

July 25, 2012

1. SPSS License

Dr. Berry announced it is time to renew the SPSS license and Paul Davis needs to know how many users we have in each area. Asked deans to respond directly to Paul.

2. Filemaker Pro

We are looking at consolidating support for Filemaker Pro through ITS, please respond to Paul Davis on who uses, who develops and supports it.

3. New Faculty Members

Dr. Berry reminded the deans that all new faculty members hired this year signed a contract committing to 14 hours professional development in teaching, within the first semester. This will be administered by TEC and we will hold new hires to those requirements. The TEC plan to use primarily Friday 12 -1.30 and ask not to schedule new faculty during those times. The deans were asked to pass this information onto chairs.

4. Information Desk Service

Shirley Dickerson

Shirley reported the large information desk positioned in the front of the library has been removed. This was staffed by students, over the years according to assessment, they were not being utilized. We are not discontinuing this service, simply relocating to circulation desk, they will continue to answer INFO number and help on calls, walk ins etc.,l Plans to use digital signage and virtual tour. Watch out for changes coming.

5. Mid-Semester Grade Reporting

Geralyn Franklin

Dr. Franklin asked if other colleges would be encouraging mid-semester grades on 300/400 level courses. New policy states on 100/200 level and developmental but if other deans are offering all grades, COB want to be consistent. Deans will discuss with chairs and bring item back.

Dr. Randy McDonald reported that due to problems with D2L grades will have to be entered into Banner for on-line classes.

Dr. Franklin asked if the three-peat policy is being reviewed? Dr. Berry reported this is still on the table deans will be kept advised.

6. Academic convocation invitation, Monique plans to notify students of events, send general postcard to home address in early August with link to web page with information about each college. Flyers will be given to faculty and residency hall leaders, also general text message. It would be helpful if each dean send an email to their students. Public affairs will work out an email for everyone to send. Also posters and ad in Pinelog. Monique will get specific

information for department meetings.

7. Any Other Business

Dr. Berry reported we need really big orientation this time to keep up with first time numbers. Overall enrollment at this point year to date we are slightly up. Transfers and grad students have increased.

Dr. Himes is working with the community, NEDCO and Chamber, looking at internships looking at new certificate in entrepreneurship. Registration is now open free for first 30 people, starts September 10, more information from Dr. Himes.

Heather Catton reported study abroad numbers are way up – 171 students studied abroad this year.

Dr. King should have identified committee and members who will be doing assessment for college by August 27 and deans will be notified.

August 13 – 17 camp D2L.

Dr. Murphy reported a transition in LAA as Dr. Mark Guidry takes over from Dr. Mark Barringer as Associate Dean.

College of Education in discussion with Academic Partners, also Ken Craycraft will join us for part of the Academic Affairs Retreat.

Dr. Brunson reminded the deans that when new things are being done within colleges, they must make sure permission is given and substantiative change paperwork is completed.

If colleges interested in changing GRADUATE programs they need to discuss with Dr. Brunson PRIOR to changing them, and this should be done early. Agreed May 1 deadline for changes in fall.

Dr. Berry reported we have a large number of new faculty appointments and new assignments for administrative positions - please email him and Sharon with these changes for the opening of the University meeting.

Dr. Brown announced she can provide information on grant activity if required, please contact her.

Prof development and HEAF will be advised in the next few weeks.

8. Academic Affairs Retreat – Friday, 17 August.

Regents A&B breakfast at 8:30, meeting starts at 9am and will end no later than 4pm.