

Academic Affairs Council
November 19, 2008

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Paul Davis
Randy McDonald
Carrie Brown
Tom Wheeler

1. **Travel Policy**

Dora Fuselier

Only on-line travel requests will be accepted after January 1, 2009. There have been concerns regarding the partial per diem for faculty/staff, particularly those involved in recruitment. Current guidelines do not allow payment for partial per-diem unless they stay overnight. Dr. Berry will re-visit this item with Dr. Pattillo.

2. **Out of State Tuition for Good Students** Violet Rogers

Dr. Rogers recommended having parameters for good students to avoid paying out of state tuition. Dr. Duben stated that this affects a number of Science and Math students and those who want to complete a double major. It was suggested adding this to the appeals policy, allowing students with 3.5 GPA, no drops, no repeats, etc., to have out of state tuition waived.

Dr. Berry suggested Debbie Sellman and Danny Gallant come to a future meeting to discuss this item.

3. **Bachelor of General Studies**

Violet Rogers

Dr. Rogers recommended the introduction of a Bachelor of General Studies, allowing three minors. She quoted Texas State University's model and suggested it fall under Interdisciplinary Programs.

Dr. Berry suggested that we add to the table of programs. The deans together with Dr. Barringer and Dr. Berry will work together on a proposal.

4. **Recruitment**

Monique suggested that a line be added to all job descriptions, either just for Academic Affairs or University-wide stating "participate in recruitment activities as appropriate". Monique feels this would help change our culture and also fall in line with Strategic Plan.

Dr. Berry stated that everyone should be focused on recruitment – campus wide.

Monique will follow-up with a formal proposal.

5. **Showcase Saturday**

Showcase Saturday was a huge success, everyone was very positive, we had our largest crowd ever, we exceeded physical and human capacity. Monique suggested going to three programs, two in the fall and one in the spring.

It was stated that middle school students are now coming to this event. Dr. Duben said it is important to catch juniors in spring.

Monique asked deans to email thoughts to her.

6. **Hill College**

Dr. Berry received a letter from Hill College, they are considering offering upper level courses in Cleburne.

Trinity Valley Community College and McKlinnen are also interested. Dr. Berry asked the deans to email him if they are interested in offering classes there. Significant areas of interest are business, elementary education and secondary education.

7. **SLO's**

Dr. Himes suggested printing SLOs in our catalogue; he noticed other institutions are doing this. Dr. Duben thought the website would be a better option as it can be edited.

8. **Honors**

Michael Tkacik

Dr. Tkacik would like to offer an enrichment program for Wisely Hall, which would help with recruitment and retention of good students by having close interaction with faculty. He outlined his plan, involving several steps including naming a Wisely Fellow, a professor to offer a course of his/her liking and hold certain office hours in Wisely. This would be done as an overload.

A suggestions was made to survey students to find topics they would like to study. Everyone agreed the ideas were good, it could also be broadcast on SFA TV.

9. **Office Hours for On-line Instructors**

Faculty Senate raised the issue of office hours for on-line instructors, faculty have been told by Chairs they have to teach on-line classes from their office, this is not the case. There are other requirements for faculty to be on campus such as committee meetings.

10. **Personal/Sick Leave for Faculty**

State rules are now more flexible, the comptroller rules have changed for faculty, instead of sick leave this will now be called personal leave. There was some

concern that faculty members are not claiming sick time. Dr. Berry stated this must be reported and monitored closely.

11. Any Other Business

We still have a number of faculty/staff/students who access the web via dial-up. The cost to maintain the system is approximately \$5,000 per month. There are still areas that cannot receive high speed internet. This option may be cancelled in future but notice will be given.