

Minutes - Academic Affairs Council  
October 14, 2009

Ric Berry	Mary Nelle Brunson	Paul Davis
Carrie Brown	Monique Cossich	Tony Duben
Brian Murphy	John Goodall	Steve Bullard
Mike Stroup	Mel Finkenberg	Shirley Dickerson

1. Graduate Bulletin

James Standley was unable to attend the meeting but wanted to remind the deans of the deadline for changes to the graduate bulletin – October 23, 2009.

2. Undergraduate Bulletin

Portia Gordon will be sending out guidelines, timeline and flash drive for the undergraduate bulletin on Monday, October 19. Any questions, should be relayed to [pgordon@sfasu.edu](mailto:pgordon@sfasu.edu)  
All changes should be submitted to Portia by November 23, 2009.

3. Library

Shirley Dickerson announced that the Library will distribute a web- based survey starting November 9, called LIBQUAL. This is the first time we have conducted a web-based survey and is used specifically to assess libraries. Incentives will be offered to encourage as many people as possible to participate. The survey will measure three areas; affect of service; collections and access; library as a place. Results and action plans will be published.

4. Assessment Update

Dr. King was unable to attend the meeting but had emailed a list of programs that have incomplete data in TracDat, these should be resolved as soon as possible. We will be announcing two workshops on core assessment next week.

5. Board Meeting Update

Dr. Berry gave an update of actions from the Board of Regents meeting:

- Dr. Venugapalan was approved as the new Director of International Programs and will start in January, 2010.
- Dawnella Rust and Jeana Paul Urena were introduced as new department chairs.
- Small size class approvals were presented to the board.
- Certificate in Facilities Management was approved.
- Purchase NMR in Science & Mathematics was approved.
- Approval of all policies under academic affairs.

- In compliance with both university policy and law, Dr. Berry asked that faculty/staff whose computers do not show log on banner advise ITS immediately.
- Handouts were distributed showing our distance education enrollment
- Faculty workload report presented to the board.
- Grant activity report for FY10 was presented by ORSP.
- Dr. Berry gave a one year summary on strategic plan, we are making process but still have a way to go.

#### 6. Any Other Business

- Candidate for Vice President of Development – John Hooker will meet with Academic Affairs today at 1:15p.m. in the boardroom 307.
- Carrie Brown distributed a list of the Bright Ideas committee members - first meeting is scheduled 10/15/09. The conference will be held in April 2010, date to be finalized.
- Dr. Tkacik appreciated input from the deans on the Undergraduate Research Council, and has decided to run at a later time ( 4:00pm – 8:00pm), which should increase attendance
- In transition to Banner it came to light that a number of accounts are still being used when grants have finished. ORSP will be sending out notification approximately one month before a grant ends.
- Dr. Bullard distributed an organization chart for everyone in the College of Forestry & Agriculture.
- Organic chemistry will not be taught this summer as facilities will not be ready. Chemistry Department will be using first floor of nursing building while their building is being renovated.
- Paul Davis reported that I-Phones have now been deemed appropriate device to be purchased through the university, details on specific model can be obtained from ITS.
- Dr. Brunson reported that 25% of students completed the MAPP works test. We will be responding to three categories; those who completed the test and are deemed not at risk; those who completed test and scored at risk; and those who did not take the test.

#### 7. Date of Next Meeting

Academic Affairs Council - Wednesday, November 11, 2009 at 9:00 a.m.