

Minutes  
Deans Council  
March 9, 2011

1. Policies

Buddy Himes

A-9.1 Academic Integrity

After some discussion, this policy was tabled and will be returned to policy committee.

A-12.1 Course Fees

A-69 Certificate Programs

Both policies were approved and will be sent to the Board in April.

Dr. Himes announced that the policy committee have broken ground on the tenure policy.

2. Summer Max Hours

Monique Cossich

With the new Banner system in place, which treats summer as one session with parts of term the maximums will be:

May-mester	4 classes
Summer I	7 classes
Summer II	7 classes
Total	18 classes

3. SACS Visit Overview

The on-site SACs team were overall very positive and very complimentary of faculty staff and students. The letter addressed to Dr. Pattillo will elaborate on what we need to look at over the coming months. There were eight recommendations in three different categories, including QEP.

4. Administrative Adjunct Evaluations

Several areas raised by the on-site team on institutional effectiveness, specifically standard 3.3.1.2. assessment of administrative units. Also educational support 3.3.1.3. research (3.3.1.4), community service and continuing education (3.3.1.5.).

This was not unexpected, as we do not have full cycle of closing the loop, most other institutions have three years of assessment, we do not. In order to demonstrate compliance we want to do this between now and August 1<sup>st</sup>, which will prevent a monitoring report. It will be essential that everyone who is responsible with these areas work very closely with Dr. King.

Dr. King listed the recommendations made by the on-site team.

Dr. Brunson stated that all adjunct teaching this spring must be evaluated and then again in the fall and annually after that. The chair or director must meet with the adjunct and go over the evaluation, it must be signed and the original will stay in adjunct file. A copy with the faculty name blacked out must be submitted to the Provost by June 7, 2011. It is imperative that we show offsite faculty are evaluated.

5. Low producing programs

There are only three options for low producing programs:

Phase out the program

Consolidate the program

Request extension (these will not be easily achieved)

McGregor Stephenson has made it very clear that we need to offer programs that are graduating students.

By May 1<sup>st</sup> each dean and chair/director should schedule a meeting with Dr. Berry and Dr. Brunson discuss a plan about the twenty low producing programs. Dr. Standley asked that the graduate school are advised of any decisions made during these meetings.

6. SFA101 Instructors

Tim Clipson/Tara Newman

Dr. Tara Newman will take over the QEP in the summer when Dr. Standley retires. As stated in the QEP to be initiated in the fall, we have a pilot project underway – Faculty Learning Community. Dr. Newman sent an email to identify faculty that may be interested, those who have taught SFA101 in past, who would like to participate.

This will start after spring break thru Summer I with weekly meetings, faculty will receive a packet of reading assignments, they will talk about what they read and how it applies to each area. There will be two representatives from each college and from Student Affairs, this will be a good opportunity to get together as faculty and discuss issues.

SFA101 collaborative learning will be implemented in the fall, there will be an initiative to find freshmen, Dr. Clipson wants this to be academic driven so initially looking at faculty. As we move forward we will involve those administrators who are teaching SFA101.

7. Budget

No update on budget.

8. Any Other Business

Changing of GRE has been revised, the last date to take current GRE is July 31, the new GRE will take effect August 1, 2011 and scores will not be available until November.

9. Date of Next Meeting

Academic Affairs Council, March 23, 2011.