

Deans Council April 8, 2009

Richard Berry
Violet Rogers
Brian Murphy
Michael Stroup
Shirley Dickerson

Mary Nelle Brunson
John Jacobson
Mike Fountain
Tony Duben
James Standley

1. Class Schedules

Monique Cossich

Monique re-addressed the issue of printed class schedules, explaining that these are out of date as soon as they are printed. After some discussion it was agreed we would no longer print the schedules, but provide a one/two page instruction guide which would be useful to students and parents. The schedule will be available on-line and in a printable PDF format.

Monique asked the deans to positively promote this across campus.

2. Pathways

Monique Cossich

Monique announced that we currently have 88 Pathways contracts, we are pre-registering students and sending them a schedule via email. Training will be conducted for advisors dealing with these students.

3. Program Review Policy

Brian Murphy

Dr. Murphy and the policy committee will be looking at the program review policy and asked for feedback from the deans. There were five main changes to discuss:

- program reviews should tie into the strategic plan and assessment
- external reviewers to be used – although this will add a significant cost it was agreed that this should be done on a five year basis and would be added as a budget item. Dr. Berry stressed this would not be for accreditation costs.
- Use external accreditation as program review, ensuring it covers all aspects required.
- Templates will be used to avoid some issues and will be tied to institutional effectiveness. Dr. Brunson said that TracDat will provide some of this and stressed that we must show evidence of continual improvement and effectiveness.
- Reviews to be completed annually, with an external review every five years. This may vary if dictated by an accreditation cycle.

The deans were in agreement with all these points and Dr. Murphy will now begin working on this policy.

4. **SACS**

James Standley

Dr. Standley announced that a small group including Dr. Berry and Dr. Pattillo will attend a mandatory meeting in Georgia, together with the class of 2011.

Dr. Standley has met with the deans to discuss QEP.

Faculty credentials are an essential part of the SACS audit. Dr. Standley reminded the deans when hiring for the fall, to ensure all credentials are collected and if they do not have a doctorate or eighteen hours in the field they are teaching, justification must be in the file.

There was a question about graduate assistants teaching classes for credit, as to where their credentials should be kept. This item will be re-addressed when a Graduate Dean is in place.

Dr. Standley reminded the deans that 25% of undergraduate course hours must be taught by faculty with terminal degrees in that discipline or equivalent. We currently do not have a way to generate these numbers in each course and major.

A policy is needed before SACS visit, to determine what is a terminal degree?

5. **Assessment**

Mary Nelle Brunson

Dr. Brunson reminded the deans that the next TracDat training for program coordinators is scheduled for April 16th and 17th.

Goals for the colleges are due by the end of April, but if deans have them ready they should send them forward.

Dr. Brunson reminded the deans again that the July 17th deadline for first round review of data is non negotiable. This deadline must be met.

6. **Substantive Change**

Mary Nelle Brunson

August 15th is the deadline for anything we will begin to offer in Summer 2010.

Dr. Brunson reminded the deans that the documentation still follows the same review process, going through the college then to the Provost office or Graduate Council.

A list of programs currently going through the university curriculum review process or under review by SACS was distributed to the Deans.

7. **Undergraduate/Graduate Curriculum Changes**

Changes for the undergraduate and graduate curriculum approved by undergraduate committee and graduate council were brought forward for approval by the deans.

A couple of minor changes were noted and these have been noted. Dr. Jacobson moved to approve curriculum changes, the motion was seconded by Dr. Murphy and all were in agreement.

The changes will be approved by the Board at their April meeting.

It was suggested that changes are kept on the Academic Affairs webpage and updated as the committees approve them. This would help to keep all colleges informed of the progress of curriculum changes.

8. **Legislative Update**

Dr. Pattillo was in Austin, testifying on Zaffirini's bill, which will cap any increase on tuition to 5% of the total cost for 2010-2011.

9. **Board Meeting**

The Board meeting will take place on April 20th and 21st with new regent orientation on the 19th.

10. **Any Other Business**

Dr. Berry addressed the issue of grade inflation and stated that we must have other ways to evaluate teaching than just student evaluations. Dr. Jacobson said it would be useful if we could get information on grade spread within the departments. This may be something that could be done through Digital Measures.

Joe Max Green won a national business achievement award for Beta Gamma Sigma. Melvin White is chapter honoree, awards will be held April 29, 2009.

Dr. Craig Wood is retiring on August 15, 2009.

We will shortly be launching a search for a new Director of International Programs.

Dr. Murphy is looking at the possibility of starting a faculty club.

April 17 at 5:30 p.m. three deans' awards will be given to students for \$2,000 for the deans circle, at the Art Center downtown.

The implementation team for the on-line catalogue are on site, this will go live April 9, 2009.

Dr. Berry congratulated the deans on the successful undergraduate research scholar awards.

11. Date of Next Meeting

Academic Affairs Council – April 22, 2009.