

**Deans' Council**  
**April 9, 2008**

Richard Berry  
Brian Murphy  
Tony Duben  
Scott Beasley  
Shirley Dickerson

Mary Nelle Brunson  
Violet Rogers  
Buddy Himes  
John Jacobson  
Tom Wheeler

**1. Final Graduation Application Deadlines**

**Sherry Wells**

The threshold for graduation applications is currently 95 earned hours however, now that the degrees are being reduced to 120 hours, Sherry proposed reducing the threshold to 85. This was approved by Deans' Council.

A deficiency list had been sent to all the deans, Sherry encouraged them to move students to another graduating class if they are deficient. Dr. Berry stressed that we must not let anyone walk if they are not enrolled in what they need to graduate.

There is a problem with the fall printed class schedules and they are being recalled. Dr. Berry asked the deans if there was any reason to keep printing the schedule instead of being totally on-line. The deans will report back at the next meeting.

Sherry announced that last year, the chair of the Curriculum Committee, Susan Jennings posted changes on a web page for others to view. It was agreed this would be added to requirements for the committee next year.

**2. SACS**

**Mary Nelle Brunson**

Dr. Brunson explained some issues we are facing with SACS, she stressed that assessment requirements have changed and it is not "business as usual". Dr. Brunson asked that this message be communicated to everyone involved.

Program assessment is due to Provost office by May 2, 2008.

Core assessment, in the past was not sent through the deans and chairs, effective this year all feedback goes back to the core coordinators and chairs. Dr. Berry asked the deans to remind chairs and faculty about the importance of assessment.

Dr. Brunson stated that we are experiencing problems with distance education, substantive changes for programs. It is essential that if programs are in place and then offered on-line, this must be approved by Deans Council and SACS advised before being offered.

Dr. Brunson gave the deans a copy of the compliance regulations for substantive changes for SACS, she stated that we must comply with the requirements.

Program learning outcomes deadline has now been extended and these are due to Dr. Brunson by **June 2, 2008.**

### **3. Mission Statement**

Dr. Berry gave the deans an updated draft of the new mission statement which will be presented to the Board in April. Open forums will be arranged for discussion.

### **4. H1B Visas**

Dr. Berry reminded the deans that the Provost' office will no longer pay for H1B visas for faculty and departments need to be mindful of this when hiring.

### **5. Titles and Departments**

There was some discussion on how to address faculty within departments where there are several disciplines, such as Government. It was agreed we would come back to this topic but for contract purposes we will state faculty name and their department.

### **6. Board of Regents Meeting**

The Board of Regents will meet on 21<sup>st</sup> and 22<sup>nd</sup> April, 2008 when they will elect new officers. The faculty service awards will follow on the 22<sup>nd</sup> at 11:30 a.m. in the Grand Ballroom.

### **7. Teaching Excellence Awards**

The Teaching Excellence Awards will be held on April 29, 2008 at 3:00 p.m. in the Grand Ballroom.

### **8. Email Signatures**

A faculty member has complained about the use of quotes, such as biblical quotes after their email address. It was agreed that as long as the quotes are not obscene or inflammatory this is not a problem.

**9. Vans**

Dr. Duben stated that at this time of year there are a number of field trips and we do not have a large enough pool of vans. He asked if a cost analysis could be done with a view to increasing our inventory of vans or negotiating a master contract with Enterprise. Dr. Berry said he would discuss this with Danny Gallant.

**10. Payment of Accreditation Fees**

**Brian Murphy**

Dr. Murphy asked about paying for accreditation fees within the departments, for instance Social Work have recently lost a grant which previously paid for their accreditation. Dr. Berry said that the Provost office may be able to assist with this.

**11. O&M Budget**

**Brian Murphy**

Dr. Berry reminded the deans that professional development funds can not be used for searches. We do not have a fund set up specifically for that use but the Provost office will try to help when requested.

**12. Date of Next Meeting**

Wednesday, April 30, 2008 at 9:00 a.m. – Academic Affairs Council,  
Boardroom 307.