

Deans Council May 13, 2009

Richard Berry
Violet Rogers
Brian Murphy
Michael Stroup
Shirley Dickerson

Mary Nelle Brunson
John Jacobson
Mike Fountain
Tony Duben
James Standley

1. Policies

Brian Murphy

Terminal Degree Policy

A new policy has been created, after discussion it was agreed that wording should be added to faculty contracts where contingencies apply.

File Maintenance for Faculty Personnel Files (A-60)

It was agreed credentials for graduate assistants who are teachers of record, should be kept in the deans office.

Satisfactory Academic Progress for Financial Aid Recipients (A-40)

Changes to this policy have been verified with Mike O'Rear.

Dr. Jacobson moved to approve all three policies, the motion was seconded by Dr. Duben and all were in favor.

Workload Policy – TLC Matrix

The Board approved the new workload policy at the April meeting, Dr. Berry reminded the deans they need to complete a new TLC matrix, these are due to Provost office by **August 17.**

Dr. Murphy asked if we could change policies to a five year rotation, rather than three year. Dr. Berry will ask the Board.

2. First Year Experience

Mary Nelle Brunson

A new sub-committee has been created called Academic Alert, which is new and more comprehensive. This committee will look at behavior, attendance as well as the academic side, we need to get more people involved. Dr. Peck will make a presentation to Academic Affairs Council on May 27. It was agreed that both academic advisors and the AARC will be involved.

3. Learning Communities

Mary Nelle Brunson

Academic learning communities related to majors - concept of getting them involved early – this will require commitment from faculty. Suggestion to perhaps involve SFA 101 and possibly orientation. It was agreed we will see how it works this year and asses for next year.

Dr. Brunson announced that we will be adding more faculty to the First Year Experience and Learning Communities.

4. **Curriculum Changes**

Mary Nelle Brunson

Curriculum changes for both undergraduate and graduate are now available on the Academic Affairs web page, which will be updated regularly.

<http://www.sfasu.edu/acadaffairs/curriculum.asp>

5. **Graduate Studies**

James Standley

Dr. Standley wants to help the deans be successful with graduate assistants. He would like something in writing from department chairs or deans when changes are made to graduate admissions, these should be emailed to Dr. Standley. It was agreed that deans should review admissions requirements annually.

We are trying to encourage graduate enrollment, which currently stands at 1600 students, we want to encourage post baccalaureate but currently our catalogue limits this to six hours on thesis and 12 hours on non-thesis. Students often enroll in post baccalaureate courses first and then apply to grad school. We also have students taking 15 hours for certificate programs - do we then accept these hours towards their graduate work. Dr. Standley needs a ruling from the deans, he asked them to talk to faculty and chairs and report back to him on how we should handle this.

6. **Budget**

Dr. Berry announced that tuition and fees are set, we are still waiting on legislature to find out what our appropriation will be, which should be any time

Dr. Berry announced that this year, all resources will be put into salaries and there will be no new positions.

A tentative budget meeting has been scheduled for June 4, this will be confirmed.

Dr. Berry stated that we already know our HEAF allocation will be decreased over the next two years, so there will be no money for major capital initiatives.

Dr. Roy Joe Harris and Dr. Sarah Stovall have developed on-line math courses at the high school, which earn the students dual credit.

Computer security of network and audits are being tightened on campus. The easiest way to achieve this is to join the domain however, there are some areas that do not want to do that

7. **Date of Next Meeting**

Academic Affairs Council – May 27, 2009.