

Minutes – Deans Council

May 14, 2008

Richard Berry	Violet Rogers
Tom Wheeler	Scott Beasley
Buddy Himes	Shirley Dickerson
Brian Murphy	John Jacobson
Tony Duben	Mary Nelle Brunson

1. **Travel Software Presentation** **Dora Fuselier**

A travel company named Marathon are offering attractive terms for exclusive use by SFA faculty and staff. They offer to beat any price for airline tickets, including refunding the difference after a flight has been booked if the cost goes down, crediting both the traveler and SFA with any air miles accrued. A small fee is charged for each booking. Training will be arranged and further information provided.

2. **Razors Edge Demonstration** **Jill Still**

Jill Still and other members of the Advancement office gave a demonstration of Razors Edge software used to track calls made to alumni and other donors. Access to this software is available for deans if requested.

3. **Recruiting/students not yet registered** **Monique Cossich**

Monique gave each of the deans a list of students within their college who were enrolled in the spring, are eligible to register in the fall but have not yet done so. She asked the deans to do all they can to contact these students and help them with any problems preventing them from registering. The office of Admissions will produce this list again in late June/early July.

Monique also advised that the Pathways program is only offered for summer II this year but numbers are not limited. Students in this program have to earn a 2.0 GPA in 7 hours, with no "F".

4. **Minimum Grade Requirement Forestry Core** **Scott Beasley**

Dr. Beasley reported that faculty within the College of Forestry have passed a requirement of a minimum of "C" in every class in the core, he hopes this will help retention.

5. **TOEFL requirement for grad students** **Tony Duben**

Dr. Duben has a graduate student who completed three out of four parts of the TOEFL, he talked to the student on the phone and confirmed he has good communication skills. Dr. Wheeler confirmed in this case the TOEFL would be

waived - we have multiple ways to show proficiency.

6. Policies

John Jacobson

- Class Attendance and Excused Absence A-10
- Commencement A-11
- Grants and Contracts Administration A-56
- Academic Appointment and Titles E-01A
- Off-Campus Credit Classes A-34
- Piney Woods Conservation Center B-26
- Turner Auditorium B-28
- Faculty Code of Conduct E-72

With minor changes all policies were approved and will be submitted to the Board in July.

7. Faculty Handbook

The Faculty Handbook is now available on line via the Faculty Senate website. Dr. Berry asked the deans to pass on any recommendations/suggestions to the Senate office.

8. Committees

The deans were asked to elect/nominate committee replacements as indicated in the lists provided by June 30, 2008.

9. B.S. Spatial Science

Scott Beasley

Dr. Beasley explained that the College of Forestry and Agriculture have been working on the B.S. in Spatial Science for some time, there is a great need for students in GIS and surveying for the future. The degree was approved by Dean Jacobson, seconded by Dr. Duben, all were in approval.

10. Date of Next Meeting

Academic Affairs Council – Wednesday, June 18, 2008 at 9:00 a.m. (307)