

Deans Council
September 2, 2009

Ric Berry	Mary Nelle Brunson
Steve Bullard	Brian Murphy
Tony Duben	Mel Finkenberg
James Standley	Buddy Himes
Mike Stroup	Shirley Dickerson

1. Suspension Students

Monique Cossich

We have a continuing issue with suspension students. Monique has been working with residence life – establishing who is actually coming back to school. When looking at admissions standards - how do we handle suspension students? Monique suggested that suspension students in spring have classes automatically dropped in fall, unless they were enrolled in summer school – this would free up class space and housing. Some colleges do not allow probation students to register for classes until after grades are posted, and a hold put on students entering the semester on probation. Mid-term grades help warn students.

All deans were in agreement that students on suspension should not be allowed to register.

There is a clear distinction between suspension and probation students. All deans were in agreement that these students should be dealt with up front and not after they have registered.

Suspension students can change majors if the accepting dean agrees.

Monique will work with Sherry Wells on wording for a policy. This will be set up in the system, - registration holds on will be put on suspension students.

2. Continuing Education Policy A-32

Since this policy was written the way we handle continuing education has changed, rather than having a centralized place to keep track of records, they are held in colleges. Therefore, the policy is incorrect, this will be reviewed by the policy committee and Dr. Berry asked the deans to send comments to Buddy or Brian.

3. Academic Program Review A-64

Following discussion at previous meeting, changes to this policy have now been made.

Dr. Berry is trying to build a budget to help with accreditations, Dr. Standley suggested charging students a fee for accreditation as it does benefit them?

Dr. Duben moved to approve the policy, Dr. Bullard seconded the motion, all approved. This policy will go to the Board in October.

4. Study Abroad Handbook Brian Murphy

The handbook has been radically changed and reviewed and approved by General Counsel. One new item is an annual program review and clear statement on faculty compensation – this will begin September 1, 2009. Also added a firm date when programs are cancelled to give students warning. Mandatory orientation session introduced organized by the International office.

For the first time we are requiring an information pack be sent to parents and faculty member must stay in regular contact while overseas. Withdrawal overseas is covered in these guidelines. Faculty and students must have supplemental insurance when travelling overseas. Now includes a crisis management plan and Dr. Berry will pass this to Steve Westbrook for his approval. All deans approved adopting this handbook pending approval by Steve Westbrook.

5. Graduate Studies: Thesis courses James Standley

With the current Graduate School Thesis Policy - students can enroll for 6 hours from 589 or 590, provided they complete 6 hours on the degree. Some departments have closed out their 589 courses to support this policy and require students to take and repeat 590.

Each occurrence of 589,590 receives a grade (whether it be letter or P/F).

Dr. Standley asked the deans for their thoughts on this.

6. Core Course Assessment Issues M Stroup

MHL245 listed under general education core, students have been removed and told it is designed for music majors with sophomore status. Dr. Stroup asked if non-music majors can take this class. Will they be replaced by music majors if they apply? He asked for some clarity to advise students.

Dr. Himes stated that this should not happen and guidelines should be published to let advisors know.

Dr. Stroup has been approached by chairs and assessment coordinators asking for

clearly published expectations. Dr. Berry said we are looking for assessments that are meaningful and useful.

We are trying to improve assessment and will put together at least two workshops this fall.

7. Emergency Response

Swine Flu – as of yesterday there were 52 cases of swine flu reported to the campus health clinic. Dr. Berry reiterated attendance requirements – we do not want sick students in the classroom and asked that the deans be judicious on how they handle this.

Deans sent a list of buildings and responsible person for each. The best way to get word out to everyone in case of an emergency was discussed, perhaps a phone tree? Currently with emergency alert system there is a phone call, email, text - it is an “opt in” system. Perhaps it should be mandatory. Liberal Arts North have a PA system. Fine Arts are putting together a database with cell phones.

It was agreed we need a secondary system in case university emergency system fails. Dr. Berry asked that everyone think about this and protocols under certain circumstances.

8. Any Other Business

New SFA website – Dr. Bullard said that information on the new website is incorrect it lists old information and wrong majors. Also depending on where you look for table of programs you get a different answer. Dr. Berry will look into this and asked the deans to send corrections/concerns to Jason Johnstone.

9. Geospatial Minor

New major already approved by curriculum committee, Dr. Murphy moved to approve, Dr. Duben seconded the motion, all approved.

10. Date of Next Meeting

Thursday, September 17, 2009 – Constitution Day.