

Deans Council  
November 7, 2018

1. **Barnes & Noble presentation OER** Tim Edmond  
Tim Edmond from Barnes & Noble gave a presentation on the availability of OER through Barnes and Noble.
  
2. **Dual credit progress/highlights** Joe Shannon  
Joe Shannon gave an update on dual credit and distributed a sample hand out, asking for recommendations/changes, he said the high schools really like Zoom technology rather than online.  
  
He also gave information on Virtual College of Texas, if a course is not taught at a community college you can sign a student up at this virtual college.  
  
MOU's are being updated with the public school systems to include the new Coordinating Board language.
  
3. **Updates from UEAC** Janet Tareilo  
Dr. Tareilo gave an update from the recent UEAC meeting in Austin, concerning Field of Studies. The Coordinating Board state we cannot add anything to Field of Study curriculum that has already been completed. We cannot require students to take any lower division courses in their major. She asked the deans to encourage faculty to participate in FOS committees.  
  
THECB are now allowing community colleges to offer up to five Bachelor Degrees per college. They are only allowed to offer in fields where demand is higher than can be met by four year universities.
  
4. **Graduate Assistants** Pauline Sampson  
Dr. Sampson has a meeting on November 27<sup>th</sup> concerning G.A.'s please contact her with your requests.
  
5. **Survey doctoral student - Hardin Simmons University** Pauline Sampson  
We received a request from a doctoral student from Hardin Simmons University to see if she can survey deans, the survey will take around 20 minutes. Please respond to Dr. Sampson directly.
  
6. **Policies** Kim Childs  
  

Discontinuance of Program or Academic Unit	5.9.	Approved
Curriculum Reviews, Modifications and approvals	5.7	Approved
Effort Reporting and Certification for Sponsored	8.1	Approved

Activities		
Faculty Code of Conduct	7.11	Approved
Faculty Compensation	12.6	Approved
File Maintenance for Faculty Personnel Files	4.6	Approved
Grants and Contracts Administration	8.3	Approved
Institutional Animal Care and Use Committee (IACUC)	8.6	Approved
Payments to Human Research Subjects	8.8	Approved
Satisfactory Academic Progress for Financial Aid Recipients	6.16.	Approved
Final Examination Scheduling	7.14.	Approved
Meeting and Conducting Classes	7.18.	Approved

The policies above were approved will be submitted to the board for approval at the January board meeting.

7. Distance Education Policy

The College of Business are introducing a Flex MBA using Zoom technology, this offers different options, some in real time remotely, some recorded, some face to face . There will need to be changes made to the current policy to accommodate this.

Dr. Childs stated there is no consistency across colleges on how distance education is paid. Deans and Associate Provost feel that faculty should be paid for creating an online course but not for delivery. This will require further discussion.

8. **Academic searches and appointments**

Marc Guidry

Following an audit finding, it appears there are five different policies that involve some aspect of academic appointments and searches, they overlap in some instances. Dr. Childs will take these to the policy committee.

9. **Core course assessment map**

Marc Guidry

Dr. Guidry explained a change in assessment of core courses; we will now assess one key component most appropriate to that course, rather than all four areas.

10. **Date of Next Meeting**

December 5, 2018

*Attendees:*

*Marc Guidry*

*Sharon Brewer*

*Janet Tareilo*

*Joe Shannon*

Tim Bisping  
Jonathan Helmke  
Hans Williams  
Pauline Sampson  
Jennifer Perry  
Anthony Espinoza  
Christina Sinclair  
Brian Murphy  
Buddy Himes  
Kim Childs