

Academic Deans' Council
October 15, 2015
Provost's Conference Room
Minutes

Present: S. Keith, L. Mayrand, J. Miazga, K. Schell, P. Swets, S. Tomlin, D. Topliff,
J. Wegner

Minutes:

1. Topic: Minutes from October 1, 2015
Minutes were approved.
Responsible Party: C. Parks

Announcements:

- D. Topliff informed members the Campus Carry forums have been scheduled for Tuesday, October 27. There will be two sessions, 10:00 am and 2:00 pm, in the CJ Davidson Conference Center. He will send out an announcement to everyone today. A FAQs list is being compiled and will also be distributed today. IT is creating an email account specifically for Campus Carry input.
- 8-week grades are due Monday, October 19.
- The Board of Regents approved the split of the College of Arts and Sciences to the College of Arts and Humanities and the College of Science and Engineering. D. Topliff will form a search committee for the new dean of the College of Arts and Humanities in the next few days. He is also forming a committee for an internal search for the dean of the Freshman College.

Old Business:

2. Topic: Course Build (Don Topliff)
 - D. Topliff received a copy of the 2016 spring course build from C. Weeaks. He will forward it to the council members for review.
3. Topic: University Curriculum Committee (UCC) (Don Topliff)
 - D. Topliff reminded members the first UCC meeting is scheduled for October 16th. A new chair will be elected at the meeting. He requested everyone to review the agenda.
4. Topic: Evaluation of Professional Advisors (Don Topliff)
 - D. Topliff reminded members of the previous discussion of using IDEA to evaluate advisors. He has since learned that NACADA already has a tool in place for this and has tasked C. Braden to look into it. There will be further discussion at a later date.
5. Topic: Teaching at a Distance (Don Topliff)
 - D. Topliff stated that a policy must be established addressing the issues of on-line only faculty. There is also a need to make clear the expectations of on-campus tenure-track faculty. J. Miazga, L. Mayrand, and S. Keith will work to create a draft policy. The final policy should be taken before the Board of Regents in December.

6. Topic: OP 6.23 - Tenure and Promotion (Don Topliff)
- D. Topliff stated the current OP procedures were reasonable but there are certain issues that need to be revised. A committee to revise the OP will be created. The Faculty Senate will appoint 3 members and the Deans' Council will appoint 3 members. D. Topliff will create a list of items to address. The revised OP should be submitted to the President by December 1.

New Business:

7. Topic: Academic Affairs Software (Don Topliff)
- D. Topliff distributed a document itemizing the IT expenditures for FY15 of IE and DE funds. He will request an itemized list of FY16 expenditures.

Roundtable

Sharynn Tomlin

- A delegation from Nepal will be here October 27-29. A display of their work will be in the West Texas Center.

John Miazga

- TEA compliance audit begins November 16.

Paul Swets

- Informed members that some students were identified as being enrolled in courses they had already taken. Some 8-week classes have been created for these students to meet their hour requirements. The classes are open to everyone.

John Wegner

- There is a meeting today regarding USTD 1101. Will discuss renaming the course and changing it to a 7-8 week workshop.
- He has met with Admissions and Registrar's regarding TSI. Information is being pushed to students and counselors by the advisors.
- Grades First will be evaluated after advising.

Susan Keith

- The faculty research enhancement changes will be distributed today.
- The Graduate Council is reviewing policy regarding membership in Graduate Faculty.
- A thesis workshop will be held soon.

Leslie Mayrand

- The college has a new name, the Archer College of Health and Human Services.

Adjournment