

**Academic Deans' Council**  
**October 27, 2016**  
**Provost's Conference Room**  
**Minutes**

**Present:** C. Gascoigne, C. Jones, S. Keith, K. Livengood, L. Mayrand, J. Miazga, P. Swets, S. Tomlin, D. Topliff, J. Wegner

**Minutes:**

1. Topic: Minutes from October 20, 2016  
Minutes approved.

**Announcements:**

- D. Topliff referenced the email sent to everyone from A. Wright yesterday regarding the Field House. The building will be torn down soon so all items in storage need to be removed as soon as possible.

**Old Business:**

2. Topic: Blackboard Issues (Don Topliff)
  - D. Topliff said this should have been titled "software issues".
  - D. Topliff briefly discussed tracking graduation in Banner or Blackboard. Banner has a graduation application and IT is working with the Registrar's Office to update it and implement it.
  - The IDEA evaluation link is in Blackboard. The overall response rate for fall is 50%.
3. Topic: Assessment (Don Topliff)
  - D. Topliff informed member B. Hawkins attended SPOL training last week and met with him recently to discuss what she learned. B. Hawkins will work with department chairs to help enter information into SPOL.
  - Negotiations are still on-going with Ellucian to implement Blackboard Outcomes. Outcomes will be implemented at some point in the future but integration with Banner must be done first. This may take some time so SPOL needs to continue being used.
4. Topic: OP 06.28, and 06.29 (Don Topliff)
  - K. Livengood informed members the Faculty Senate reviewed the updated drafts yesterday.
  - D. Topliff asked members to encourage faculty to read the current OP and compare it to the proposed OPs to be better informed before making comments on the proposed OPs.
  - K. Schell will distribute the latest drafts of the OPs to members for distribution to all department chairs and faculty.
5. Topic: Suspension and Probation Processes (Don Topliff)
  - D. Topliff informed members a Business Process Analysis is being put together and will begin soon.

**6. Topic: Degree Works Update (Don Topliff)**

- D. Topliff said the Degree Works consultant has been on campus all week. After attending one of the training sessions he believes there are a lot of features that will be very helpful.
- The decision in how to implement Degree Works has not been made yet. It may start with just the freshmen and then adding others. Implementation may be a bit behind because of the consultant change that was needed.

**New Business:**

**7. Topic: Athletic Staff Contact with Faculty Policy (Don Topliff)**

- D. Topliff informed members the Athletic council voted yesterday and approved a policy.
- J. Wegner wrote the policy and gave a brief summary to members. The policy is in the Athletic department handbook.

**8. Topic: Graduate School Changes (Don Topliff)**

- S. Keith presented to members the new position chart. New personnel have been hired and there are some title changes.
- S. Keith presented the new organizational chart to reflect the College's name change approved at the last Board of Regents meeting. Effective January 1, 2017, the name will be College of Graduate Studies and Research.
- There was some discussion on what needs to be presented to the IRB.

**Roundtable**

**Paul Swets**

- The Holland Symposium was very well done and well attended.
- J. Wegner mentioned it was great holding the symposium in September/early October for the GS 1181 courses students.

**John Wegner**

- Reported the GS 1181 pass/fail rate is the same as last two years. Fifteen students failed the first eight weeks course and will take it again in the second eight weeks. All students have been contact where possible.

**Clifton Jones**

- Mentioned his concern of the academic advisors becoming hourly instead of salary. Recommends looking at how to keep salary. D. Topliff said this is not just a financial issue and it also affects many others besides the advisors.

**Adjournment**