

Academic Affairs Meeting

March 3, 2010

Ric Berry	Carrie Brown	Mary Nelle Brunson	
Hans Williams	Monique Cossich	Linda Reynolds	
Tony Duben	Mel Finkenberg	Buddy Himes	
Larry King	Randy McDonald	Brian Murphy	
Mike O'Rear	Paul Smith	James Standley	Mike Stroup

1. Access Update

Melinda Colby

Melinda Colby gave an update on Axxess, the current project is getting the registration system in place. A couple of areas in the student system, currently has no audit trail, there has been concern from chairs forum about this. Administrative training will be provided in April for student system, to allow changes to be made. Another mock registration will take place on March 10.

Issue of grades rolling during rolling cycle, they will roll nightly. Holds and comments have now migrated over to Banner. One current issue is that major GPA does not show on Banner, this has to be calculated manually, this is currently being looked at, as soon as a solution is found, this will be advised. Another issue is that TSI status and core curriculum indicator does not show.

2. Undergraduate Education Advisory committee

Larry King

Dr. King was appointed to the Undergraduate Education Advisory Committee, part of the Coordinating Board, he attended the first meeting February 26, met primarily to talk about proposed changes to the core in Texas. Dr. King gave an overview of the meeting and planned changes, next meeting scheduled for April, 2010.

Dr. Berry stated we have poised and ready to convene a new core curriculum core committee, once the Coordinating Board have issued guidelines.

3. Assessment Update

Larry King

MAPP test is proceeding, will be given to 150 students in Education. Core Curriculum assessment reports for fall 2009 were due in TracDat March 1, 2010. Workshop scheduled March 4, at 2pm LAN 102 dealing with using multiple choice testing for measuring higher level learning.

4. SACS Update

Mary Nelle Brunson

Dr. Brunson attended an assessment conference at A&M, Belle Wheelen was the key note speaker. He confirmed that institutions continue to be in non-compliance due to institutional effectiveness, and faculty qualifications. Faculty teaching without a degree in that area must give justification why they are qualified to teach that class.

Another area which raises some issues is distance education, SACS have issued a new guideline for Distance Education.

Dr. Standley said faculty credentials are a big issue, in particular faculty without doctorates who are teaching graduate level courses.

Dr. King stressed the importance of the deadline in July for assessment data, this must be met.

5. Policies

Academic and Professional Qualifications	(A-49)
Out-of-State Course Delivery	(A-36)
Grades Reporting	(A-41)
Curation of Archaeological Collections	(A-XX)
Overload Assignments	(A-37)

All other policies were approved and will be presented to the Board at the April meeting.

6. Update on Board Meeting

The Board met Friday, February 26 and approved a tuition increase amounting to \$8.85 per semester credit hour. Course fee changes were and increased room and meal plan rates were also approved. We can now look at budgets for the coming year, Dr. Pattillo said we will continue forward in accordance with the Strategic Plan.

7. Update on 5% reduction proposal

Dr. Berry reported there is no update on the plan submitted for a 5% reduction on general revenue – he will report back.

8. 400-Level Courses

Lynda Langham emailed the deans concerning 400G courses, back in October 2008 Dr. Wheeler recommended these all be eliminated and replaced with 500 level courses. However, a large number are still showing up and Banner cannot handle them.

In the interest of time and getting these approved for fall, it is proposed that we make these changes through the Deans Council and not go through the curriculum process.

The deans reported that the majority of these have already been converted but somehow the 400G courses were never deleted. Dr. Berry asked the deans to check on this and report to Lynda Langham.

9. March Deadlines

Teaching Excellence Recipients due March 8

Workload policies due March 12

Each college shall define their workload policy with equivalencies; need an update from each college.

Board action items due March 25.

10. Any Other Business

Second Showcase Saturday of the year – the first time in February, quite successful. Monique was asked about our yield rate from those who attend Showcase Saturday.

Spring 2007 57%

Spring 2008 54%

Spring 2009 52%

A survey of incoming freshmen reported the number one item affecting freshmen decision was attending Showcase Saturday.

Policy D8.1 Computer and Network Security requires that every organization on campus protect confidential information of systems. Three areas in particular:

Display security banner from ITS web page.

Use of University Domain Servers where feasible.

Use Symantec anti-virus server

All departments must be compliant in these areas, or give justification as to why not by July 1, 2010.

Paul Davis advised that if ITS does a department's technical support – they are in compliance. It was established that you can be on the domain and still be an administrator.

Carrie Brown interviewing at present and hopes to hire a new member soon.

Monique distributed copies of the new fast facts.

Dr. Himes invited everyone to attend the School of Theatre performance "A Raisin In The Sun".

11. Load credit for anything other than teaching

According to the faculty workload policy, any load reassignment other than teaching must be reported, a form is available on the Academic Affairs web page, these should be completed before classes start.

12. Student Evaluation of Instruction (Policy A-48)

Dr. Berry would like to put together a committee to look at student evaluation of instruction and perhaps make recommendations on the policy.

Some departments on campus have gone away from online to paper based evaluations.

Some are doing online but limiting opportunity for narrative on line – he is uncomfortable with that.

Paper based evaluations are very labor intensive.

A committee headed by Jerry Williams looked at student evaluations last year, Dr. Berry will provide a copy of his report to the deans.

Dr. Berry asked Dr. Duben, Dr. Finkenberg and Dr. Murphy to meet with him and take a look at this policy.

13. Date of next meeting

Dean's Council – March 24, 2010