

Deans Council
October 12, 2016

1. Graduate Office Ric Berry/Micki Gunter
Dr. Berry introduced Micki Gunter as the new Coordinator of Graduate Studies and explained the various projects she will be working on. He also explained that a test sample of thesis and dissertation have been made available electronically in Scholar Works . This will roll out to the entire campus this year.

2. RAND Report Ric Berry
Dr. Berry explained the RAND report organized by the Coordinating Board to look at the need for expanding master's, doctoral, and professional programs. He explained the Graduate School have limited money available for graduate recruiting but encouraged the deans to ask for help, these funds come from the graduate application fee. Dr. Berry will be working with the THECB on a strategic plan looking at need for graduate programs.

3. Priority registration Monique Cossich/Lynda Langham/Karyn Hall
Lynda explained that we allow "priority registration" for various groups, such as Honors students, GenJacks, Veterans, etc. We are now being asked to add Smith Hudson and Buddy Low scholarships students, (around 40 students), in an effort to grow this program. With a growing number of "priority students" we need to look at this and set criteria. Monique will obtain more information and numbers and we will address again at the next deans council on November 9.

4. Multiple term registration Mary Nelle
RFY committee are looking at multiple term registration. Institutions that have done this have found students are more successful as it helps with long term planning and help students meet their needs. Lynda said this would be available in Banner, the biggest hurdle would be departments having their schedules ready early. John Calahan explained that we have Platinum Analytics to help with this, to allow a rolling schedule. This would allow a student coming fall 2017 to register for spring 2018 also. Dr. Brunson suggests a college by college meeting with all the chairs. Target implementation is fall 2017.

5. Faculty Assessment/Faculty Activity Reports John Calahan/Karyn Hall
John has been asked to consider the incorporation of collecting assessment/ contributions by faculty in FAR under service. Karyn Hall asked if deans and provost

wish to proceed with this. She explained that if a faculty member is receiving release time or a stipend for assessment work, this should not be included in FAR service section. The compensated contribution should be documents and the 'administrative assignments' instead if the dean's council wishes to itemize the compensated and the service contributions. It was agreed this would be discussed in more detail at the next meeting and Janna Nerren would be invited to attend.

6. Foundations of Teaching and Learning (CTL) Heather Olsen Beal
Heather Olsen Beal explained the foundation of teaching and learning has existed for about 10 years but was changed last fall. Faculty are required to attend six out of seven sessions within their first year. Dr. Bullard attended a meeting last fall and received good feedback from faculty. At the end of the training last year there was strong support from faculty. Megan Weatherly will provide more data and this will be discussed at Faculty Senate.
7. Library's New Emerging Technologies Lab Shirley Dickerson & Kreg Mossier
Shirley and Kreg explained some of the of emerging technologies, such as virtual reality labs that are coming out of the Library. The University of Oklahoma, who are much further along than us, is sharing their content and expertise.
8. Classroom/Lab Lock Committee Report Judy Abbott
Dr. Abbott is a member of this university committee and gave an update on the progress. She explained the whole purpose of this task force is to bring us into a safer setting at a time when there are more reported incidents relating to safety as well as natural disasters
9. Change of Name for Department of Physics and Astronomy Kim Childs
Dr. Childs explained the reason behind the request to change the department name to the Department of Physics, Engineering, and Astronomy was to reflect the department more accurately and will help in communicating with current and prospective students and donors. A new program named Engineering Physics was introduced at SFA in April 2014, and mechanical engineering and electrical engineering professors were hired in this program. The deans approved the request and it will be submitted to the Board at the next meeting.

10. Policies

Buddy Himes

Computer Purchase and Replacement (17.4)
Out of State course Delivery (5.15)
Certificate Programs (5.2)
Credit and Contact Hours (5.4)
Developmental Education and Texas Success Initiative (5.8)
Doctoral Students: Allowable Credit Hours and Completion Times (6.11)
Laboratory Fees (3.22)
Student Academic Dishonesty (4.1)
Administration of Academic Unites (4.4)
Designation of School Status (4.5)
Performance Review of Officers Reporting to Provost (4.8)
course Scheduling (4.13)
Small-Size Classes (7.26)

The above policies were brought to the Deans Council after going through Policy Committee. All policies were approved with a couple of minor edits. These will be submitted to the board for approval in January.

11. Post Tenure Review

Brian Murphy

A question regarding the post tenure review had been received from Leslie Cecil – the post tenure review requires faculty to provide a portfolio for past six years, however, no faculty have kept one. Dr. Murphy asked how we would like to handle this? Do we want for supporting material for the interim? Do we grandfather in those faculty that cannot provide full six years until there is time to build up a portfolio. The deans support giving adequate time frame but we will check with Damon Derrick and report back.

12. Chair Terms

Brian Murphy

Dr. Murphy reported on another email received from a faculty member recommending that all department chairs have a set term of three years. This was also discussed at Policy Committee. Dr. Bullard asked for thoughts from the deans.

13. Tenure and Promotion Policies

Brian Murphy

Dr. Murphy asked with regard to the new tenure and promotion policies, which state

a certain number of years in rank and how we would address this. Below is an item from Deans Council Minutes on September 7, 2016, which addresses this issue:

“There was a question concerning the previous tenure and promotion policy. Dr. Abbott confirmed that anyone going up for promotion this year will still fall under the old policy. Therefore, if a faculty member is applying for promotion to Full professor this fall after serving three years as Associate Professor they are grandfathered under the old policy. Faculty going up for promotion in subsequent years should follow the new policy which states you **should** serve five years as associate professor before going up for promotion to full. The Provost has the ability to approve an exception at any time.”

14. Dr. Murphy stated that he is concerned at the workload of chairs and asked if we could look at this issue?
15. Dr. Bullard had asked the Faculty Senate Academic Affairs Committee to look at the document prepared by Dr. Murphy on “Teaching Effectiveness”. They believe it is an excellent document but should not be a policy. They will discuss at Senate today and there may be a university wide forum.
16. Undergraduate Research Committee Brian Oswald
Brian Oswald is leading URC following Carrie Brown’s retirement and explained that she requested it be a faculty led stand-alone committee rather than part of ORSP. Dr. Oswald explained that the committee is looking at minigrants, requesting that professional development funds have been sought first. We are trying to stretch university dollars and be more efficient issuing funds, the biggest question on travel grants, is that we have no way of judging the value of the conference. Dr. Bullard asked the committee to also to give recommendations on the replacement Director, if a terminal degree is required or not?
17. The Undergraduate Experience
Dr. Bullard announced that Megan Weatherly is helping draft an email to all the book readers, advising of four main campus meetings.
18. Janet Tareilo is chairing a team looking at enrollment growth; Dr. Bullard suggested the deans should assign a member on the committee or to a “contact person”. Enrollment Action Plans were distributed, these are continuously being updated and the deans were encouraged to send any information to be included to Megan.

19. DFWI courses

Mary Nelle Brunson

As part of the RFY project we are looking at DFWI gateway courses, where first time undergraduate students are enrolled. This is a three year project – the purpose is to improve student learning.

20. Date of Next Meeting

November 9, 2016.

Attendees			
Steve Bullard	Mary Nelle Brunson	Sharon Brewer	Kim Childs
Buddy Himes	Ric Berry	Brian Murphy	Janet Tareilo
Shirley Dickerson	Tim Bisping	Judy Abbott	Hans Williams
Visiting			
John Calahan	Lynda Langham	Monique Cossich	Megan Weatherly
Heather Olsen-Beal	Karyn Hall	Micki Gunter	Kreg Mosier