

Deans' Council Minutes--November 8, 2005

Reinstating Students after 20th Class Day - Allan Headley reported that students seeking to add a class after the 20th class day come to his office and he has no information to allow him to judge the case. He recommended and Deans agreed that these decisions be transferred to the College Deans.

Removal of "X" Grades (Attachment - Procedure A 31.07) - Allan Headley noted the Procedure and the fact that students come to the Graduate School for final sign-off. He recommended and Deans agreed that these approvals reside with the College Deans. Procedure will be revised accordingly.

Procedure A11.17 Undergraduate Academic Advisement Procedure (Attachment) - Mary Hendrix briefed Deans on some of the changes they had recommended for advising in the major, for declaring a major, for working a Degree Plan which ultimately results in a Degree Audit required for graduation. Deans agreed that the procedure should use standard terms and this should be adopted in the catalog as well. An additional draft will be circulated for review.

Proposal for E-College Courseware (Attachment) – Mary Hendrix reported on the Academic and Student Affairs Technology Committee chaired by Dayle Yeager. This group recommends a transition from Educator to E-College courseware over the spring semester with full implementation of E-College in Summer 2006. Costs will increase from \$85,000 per year with Educator to an estimated \$434,000 for E-College. Given the magnitude of the change and the increase in cost, A&M-C may need to prepare an RFP and solicit bids for the service. Ms. Hendrix will verify if E-College is available via State contract.

Maximizing Graduate Credit Hour Production - Joyce Scott asked Allan Headley to clarify an idea he had to encourage more graduate assistants to take 9 sch per term. About 60 now take only 6 sch per term.

Locked Multi Media Classrooms - Joyce Scott briefed Deans on how to solve classroom access issues. Multimedia classrooms will be Re-keyed alike. Instructional Technology will have keys for faculty to check out semesterly. Faculty will be responsible for opening/locking their classrooms and will check in the key or confirm possession at the end of the term. All other classrooms will be left unlocked.

Honors Program Director - Joyce Scott updated Deans on the status of the search for a new director.

Campus Computer Labs - Joyce Scott asked for updates. Dean Langford indicated planned changes in B&T. Other Deans are still working on plans.

Alcohol and Other Drugs Task Force Committee Report (Attachment) - report distributed for review at next meeting when Task Force Chair will be invited.

Campus Crime Statistic (Attachment) – compiled by Jason Bone and distributed to members.

Enrollment Increases in Classes - President McFarland invited the Deans to suggest ways in which they might increase enrollment during the “count” period. The Provost will prepare a form for collecting and costing proposals and invite the Deans to make submissions.

Items deferred:

Feedback Mechanism to/from sending high schools and community colleges - Joyce Scott.

Proposed Engineering Programs - Hal Langford.

Commencement Plan for December 2005 – Paige Bussell