

Associate Deans Council
November 13, 2013
Meeting Minutes

Present: Peter Ryan (Chair), Wes Ammon, Amy Adkerson, Ray Berryhill, Thomas Bourgeois, Royce Bowden, Tim Chamblee, Karen Coats, Tracy Craven, Diane Daniels, Walter Diehl, Randy Follett, Nancy Fultz, Becky Gardner, Julia Hodges, Eddie Mac Huddleston, Mitzy Johnson, Patricia Matthes, Beth Miller, Elton Moore, Linda Morse, Ian Munn, James Orr, Mike Rackley, Masoud Rais-Rohani, Kevin Rogers, James Scheiner, Rick Travis, Scott Willard.

Guest: Julie Capella

Peter Ryan called the meeting to order at 1:30 p.m. in 611 Allen Hall.

1. Consideration of the minutes.

James Scheiner made the motion and Randy Follett seconded to approve the minutes of October 23, 2013. The motion was approved unanimously.

2. Announcements.

- Peter Ryan announced the presentations by Professor Richard Muller, author of the Maroon Edition book selection to be held on November 14, 2013 in the Foster Ballroom, Colvard Union. More information can be found on the Maroon Edition webpage.
- Peter Ryan stated that the dates that have been received for the Academic Insight events are confirmed. These events have provided a chance to focus on academic aspects with positive feedback.
- Peter Ryan reported on the new SEC office located in Birmingham.
- Peter Ryan extended congratulations to a few faculty members recently recognized for excellence:
 - Emily Shultz was recently named a Fellow in the Society of American Foresters.
 - Richard Kaminiski received the 2013 Clarence W. Watson Award for his contribution and service to wildlife science and conservation.
 - Rebecca Bates was selected for the Travis Tadlock Outstanding Extension Agent Award.
- Linda Morse announced the Master Grisham Teacher Lecture to be held on November 20 at 2:00 p.m. in the Grisham Room, Library.
- Nancy Fultz sent out a request for nominations for the Grisham Master Teacher Award and the Alumni Association Teaching Excellence Awards.
- Thomas Bourgeois announced the upcoming concert by the Irish Tenors to be held on December 4 and noted that seated would be limited at the Bettersworth Auditorium.
- Peter Ryan reported on the Ad Hoc Committee that has been appointed to develop a course for freshmen.

3. Save the Date for 2014 Academic Insight Days.

- February 1st: 9:00 a.m. - Arts & Sciences, and Architecture, Art, & Design;
12:30 p.m. - Engineering
- February 15th: 9:00 a.m. - Agriculture & Life Sciences, and Forest Resources;
12:30 p.m. Business
- February 22nd: 9:00 a.m. - Education; 12:30 p.m. - Undeclared

4. Proposed Enhancements to Banner and myCourses – Mike Rackley

- Banner Final Grade Entry
 - The instructor will now have the option to select when students can view submitted grades (i.e., as soon as submitted or at the end of term when processed by the Registrar's office).

- Hopefully this will encourage faculty to submit grades before the deadline so that there will be fewer missing grades at the term close out.
- This information needs to be disseminated to departments to be in effect for fall 2013.
- **Athletic Academic Progress Reporting**
 - This information is currently solicited from faculty and is required by NCAA. The Athletic Academics staff will be able to access myCourses for student athletes (only) for data.
 - This would eliminate sending information by email from instructors (for security reasons) and enables the Athletic department to have grade data on time.
 - Instructors will be informed of this new approach in the letter that they receive from the Athletic Academics when they have athletes enrolled in their classes.
- **Request for Disability Accommodations (plans to launch spring 2014).** Julie Capella was present for any questions or feedback.
 - When a student's request is approved at the Office of Student Support, the information is set up in Banner which prompts three emails to go out: to the student (confirming submission); to the instructor of record with class information and phone contact (the student is required to contact the instructor); and to the Office of Student Support Services.
 - The instructor's class roster will identify students the require accommodations if students have requested the services.
- Per request, Mike Rackley will provide screenshots to Associate Deans to share with faculty.

5. Chair's Report – none

6. AOPs – none

7. New Business – none

The meeting was adjourned at 2:40 p.m.