

Deans Council Minutes
March 21, 2016
1:30 PM
Presidents Conference Room, Lee Hall

In attendance: Julia Hodges, Richard Blackburn, Lori Bruce, Frances Coleman, John Dickerson, Rick Travis, George Hopper, James Warnock (for Jason Keith), Joan Lucas, Sharon Oswald, Mike Rackley, Peter Ryan, Ron McLaughlin (for Kent Hoblet), Chris Snyder, Jim West, Tim Chamblee, Allison Pearson, Terry Dale Cruse, Anastasia Elder, Hunt Walne

Others present: Cedric Gathings, Teresa Gammill, Judy Spencer, Lynn Reinschmiedt

Minutes taken by: Lecrisha Nail

1. Upon a motion to accept by Jim West and second by Cedric Gathings, the minutes of the March 7, 2016 meeting were approved unanimously with no edits. Agenda items were discussed:
2. Announcements – Julia Hodges
 - a. Dr. Hodges mentioned that the position of Executive Director of the Center for Distance Education position is near being filled. We have made an offer and are waiting for an answer.
3. AOP 13.03 Faculty Responsibilities in Instruction – Peter Ryan
 - a. Proposal to merge 13.03, xx.xx, and 13.04 (rescinding 13.04)
 - b. Language in xx.xx was not accepted when proposed. There was concern about how the language would be interpreted.
 - c. Dr. Ryan made a motion to accept the revised AOP, second by George Hopper. The revisions were open for discussion.
 - d. Dr. Hopper asked about the other faculty teaching on campus that are not tenure track. Dr. Ryan said this is where tenure-track faculty make up their workload.
 - e. Dr. Hopper made a motion to table this and send back to the associate deans to work on the wording a little more. Dr. Ryan seconded the motion.
4. Electronic Assignment of Instructors – Tim Chamblee
 - a. This helps make sure that instructors are qualified to teach certain classes.
 - b. The intent is to make the system prevent an instructor from registering to teach a course they are not qualified to teach.
 - c. Most faculty are credentialed based on the degree that they have. We are now working on getting a monthly report from HRM that would help keep track of the other qualifications.
5. Dr. Hodges requests information on how deans are handling undergraduate advising by college and by department. By April 4th, please send to Dr. Hodges information on who handles advising in each college and how it is done.
6. Dr. Hodges opened the meeting to reports from deans
 - a. Dr. Reinschmiedt mentioned the orientation lunch and learn this Thursday.

Meeting adjourned at 2:30 p.m.