

**Deans Council Minutes**  
**December 2, 2002**

Members present: George Verrall, chairman; Wayne Bennett, Brad Carter, Frances Coleman, Lou Capella (for Sara Freedman), Nick Nichols, Phil Oldham, Sara Peters, Linda Pote, Ruth Prescott, George Rent, Roy Ruby, John Thomson, Danny Cheatham (for Vance Watson), and Jim West. Also present were: Butch Stokes, Johnnie Haley (for Charles Guest), Mike Rackley, Phil Bonfanti, and Leslie Bauman.

1. Dr. Carter introduced Dr. Rodney Pearson, chair of the Classroom Ad Hoc Technology Committee, who discussed and distributed the recommendations and information gathered by the committee. After discussion, it was stated that we will establish a university-wide priority of classroom technology improvements so that when funds are available, we will know what we plan to do to update classrooms. Dr. Verrall asked the deans to review the report carefully and submit their thoughts.
2. A Freshman, Undeclared, and Other Interested Parties Academic and Career Exploration Fair on one day in the spring prior to pre-registration would be an experiment to try to help our students get in the appropriate major without so much paperwork. Luther Epting will plan this Fair. A memo will go out after January 1 with a proposed date.
3. The meetings for each dean with the President and Vice Presidents to discuss enrollment trends have begun. We discuss enrollment trends and where your majors are going. This will be important information to share with recruiters.
4. Academic Operating Policies:
  - AOP 12.09 – Class Attendance: This is basically a correction to make the policy consistent with our practice of removing the physician’s opinion from consideration, and only using his/her statement for documentation of dates and time for treatment. Faculty members declare the penalty for missing class.
  - AOP 12.17 – Academic Fresh Start: This will make the policy consistent with practice. This refers to work completed prior to the 24 month period when the student was out.
  - AOP 12.19 – Academic Amnesty: There is a notation added after completion of 12 credit hours. Similar to fresh start.

There was a recommendation to waive the rule whereby these policies would be presented at the next Deans Council meeting for vote. This waiver was approved, and there was a motion to adopt all three AOPs as presented. This motion as approved unanimously, without discussion.

5. Dr. Verrall distributed a draft of a Continuing Education Outreach Vision Statement and asked the Deans to read it carefully. We will schedule a meeting to discuss this topic.
6. We will send a memo out about faculty workloads and ask each Dean to submit to the Office of Academic Affairs information on those faculty members who are unsatisfactory in one area or overall. We will discuss that teaching load.
7. Other items:
  - Dean Bennett thanked Mike Rackley and Brad Carter for setting up WebCT.
  - Dean Coleman thanked all who helped with the ARL visit. We should have information about our success in February.
  - Dean Nichols said they had a consultant for education the week before Thanksgiving. Dr. Verrall said the Meridian campus is working on: where do we want to go with P&T and mission statement.
  - Lou Capella said COBI is working on the building and a donor.
  - Dean West reported that Architecture has a new Development Officer, Bennett Evans.
  - Danny Cheatham reported that they are working on a final phase for the architect list for Biological and Engineering facility. We are moving closer to renovation of the Pace Seed Lab.
  - Dr. Verrall reported that we are a step closer to building a new power plant near the substation by the Forestry Building.
  - We have approved slight modifications to the Butler Williams Building to house the Police Department and Support Services
  - Dr. Bauman said today was the original deadline for campus review of the second draft of the SACS Self Study Report. Please send any comments you care to make in the next few days.
  - Waanda Lee reminded the deans that the Academic Affairs Open House is scheduled for December 16 from 9:30 to 11:00.
  - Linda Pote questioned the number of graduate students and graduate student tuition waivers. She mentioned the ongoing issue of graduate students versus research technicians.

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