

**Associate Deans Council Meeting
August 25, 2010**

Present: Peter L. Ryan, chair, Mark Binkley, Phil Bonfanti, Thomas Bourgeois, David Breaux, Tim Chamblee, Robert Cooper, Walter Diehl, Randy Follett, Robert Green, Paul Grimes, Mitzy Johnson, Rick Kaminiski, Dinetta Karriem, David Lewis, Harry Llull, Patricia Matthes, Scott Maynard, Forest Sparks (for Bill Person), Mike Rackley, Butch Stokes, Walter Taylor and Robert West. **Others:** Nancy Fultz

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

1. Consideration of the minutes:

The minutes from the August 11, 2010 meeting were approved.

2. Chair's Report:

- Dr. Ryan distributed a flyer provided by Dr. Morse containing dates of various functions related to "Three Cups of Tea".
- Dr. Ryan announced that several faculty are offering class credit for those students that attend the Greg Mortenson talk on Sept. 23rd. The students will scan their ID cards to show they attended.

3. AOP's:

- 13.21 **Faculty Released Time for Specified Committee Chairs-** Approved with minor edits. Document will be forwarded to next Deans Council meeting.
- 13.16 **Establishment of Academic Centers and Institutes-** Document will be presented at Research Associate Deans meeting.
- 13.10 **Other Employment-** Committee wanted to make sure AOP was consistent with OP 56.02 and 64.15. Document will be presented at a later meeting.
- 13.02 **Selection of William L. Giles Distinguished Professors-** Approved with minor edits. Document will be presented at next Deans Council meeting.
- 12.26 **Undergraduate Credit by Examination-** Document will be brought back at a later meeting.
- 12.22 **Undergraduate Student Course load-** Approved with minor edits. Document will be forwarded to next Deans Council meeting.

4. MOA's and MOU's:

- Dr. Ryan announced that the Provost and Executive Vice President's office is seeing a large volume come through. There have been some departments that submit the document and expect a quick turn-around. The documents must go to General Counsel and International Programs before they can be signed in our office. When submitting the document (if applicable), make sure you provide justification.

- 5. Hiding Final Grades:** Mr. Stokes led a discussion on hiding grades for a period of time before posting them in banner. The committee decided to keep things the way they are.
- 6. Other Items:**
 - a.** Dr. Bourgeois led a discussion on AOP 13.14. He mentioned that there should be a time limit on record retention. Certain records should be kept longer than others.
 - b.** Mr. Harry Llull stated that the Library has implemented a new database. They are replacing Web Science with Scopus.