

Associate Deans Council Meeting November 28, 2007

Present: Jerome A. Gilbert, Chair; Wes Ammon, Dave Boles, David Bridges, Robert Cooper, Diane Daniels, Greg Dunaway, Julie Fulgham, Jane Greenwood, Lisa Harris, Clyde Herring, Rick Kaminski, Dinetta Karriem, Cassandra Latimer for Scott Maynard, Nancy McCarley, Sue Minchew, Bill Person, Mike Rackley, Donna Reese, Lynn Reinschmiedt, Kevin Rogers, Bobby Stokes, Mike White, Al Rankins, Braxton Coombs, Elton Moore

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

1. Consideration of the minutes:

The minutes of the October 24, 2007 meeting were approved as submitted.

2. Chairperson's Report:

*Dr. Gilbert announced that there will be a test of the Maroon Alert System via text message on Friday at 10:30 a.m.

*Dr. Gilbert announced that the Ag department will be demonstrating the MIRS at next Associate Deans Meeting.

*Dr. Gilbert announced that Reading Day will be December 4th and no assignments should be made for that day.

3. Human Resource Management Organizational Chart Demonstration was given by Nicole Williams and Tiffany Dempsey. HRM will be the ones who control the content of this information. They should have all information gathered and completed by Christmas and submitted to ITS to get that information posted on the web.

4. Matt Raven introduced the first year seminar program that will soon be offered to first year students. He stated that it will allow the faculty to teach students what they have always wanted to teach.

5. Matt Raven discussed the Maymester/Summer School Survey that is posted on the student's banner home page. He stated that the survey would provide the information needed to improve these semesters, if needed. The survey will be open until December 15th. The result should be complete around the 18th of December.

6. Other Business:

*Dr. Gilbert reminded everyone that Sabbaticals are due to the Provost Office by January 10, 2008. He also stated that Sabbaticals are subject to approval and are not automatically approved.

- *Dr. Al Rankins stated that the 2+2 programs have started running in some departments. He stated that they would like these few programs to run a year or so before expansion takes place. The 2+2 program will take effect in Spring '08.
- *Dr. Nancy McCarly announced that their next speaker series will take place on January 24th.
- *Mike Rackley announced that there is a new vendor being selected for the Emergency Response System. He also stated that effective immediately that the faculty that plans to use WebCT must notify ITS, because not all courses will be loaded onto WebCT from this point forward.
- *Butch Stokes reminded everyone that final grades are due by noon on December 14th. He also gave a handout containing information on Commencement dates and times.