

Associate Deans Council Minutes
November 29, 2006

Present: Jerome A Gilbert, Chair; Wes Ammon, Dave Boles, Louis Capella, Robert Cooper, Luther Epting, Jane Greenwood, Lisa Harris, Dinetta Karriem, Nancy McCarley, Gary Myers, Forest Sparks for Bill Person, Mike Rackley, Lynn Reinschmiedt, Butch Stokes, Donna Reese, Mike White, Aaron Rice (student), Matt Bramuchi (student), Bill Aspinal (student).

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 25, 2006 meeting were approved as submitted.
2. Chairperson's Report:
 - The Maymester has been finalized. Originally class times were set for 9:30-12:30 and 2:30 to 5:00. A discussion ensued about class start times and Butch Stokes agreed to set start times of 8:00, 9:30, 1:00, and 2:30 to allow more flexibility. A hard code has been set up in Banner so that a student can not register for more than one class. Housing is allowing the Maymester to be part of summer school. There will be one dorm open for Maymester students.
 - Institutional Research is still printing evaluations for the fall semester, therefore some courses may not get evaluations. There are many different circumstances that have led to the delay of the evaluations being ready, including a debate as to whether to use the new form or the old form, and the fact that we have a new printing system. There has been a request made to the Provost that responses to new questions go only to faculty members, not administrators. Dr. Rabideau would like to have a time in the spring when certain questions are determined to be valid. No written comments will go back to administrators and they will not get the evaluations until they have been validated. Mark Goodman is chairing a committee dealing with this issue. Departments can do their own evaluations if they would like too. In the future, the Registrar's office is going to try and have instructor verifications done by the thirtieth class day to assist in getting evaluations printed and packaged. A discussion ensued concerning on-line evaluations. Veterinary Medicine uses on-line evaluations currently, and they have had a positive response. Dr. Gilbert stated that the Faculty Senate will be an important part of this discussion in the future, as this can not be an administrative decision.
 - Commencement is set for December 8-9 at 7:00 p.m. and 10:00 a.m. It will be the same set up that was used in the past. Butch has received the names of all ushers. The name card deadline is November 30, 2006. The coliseum will open two hours before the ceremony.

3. Academic Operating Policy:

AOP 12.20- Academic Forgiveness

This AOP has recently gone before the Associate Deans and the Deans to change the number of hours that students are allowed to retake from 6 hours to 8 hours. Faculty Senate has sent this AOP back for a second review. The original policy allowed for grades of "D" or "F" to be retaken. Faculty Senate and the Student Association have requested that grades of "C" or "B" be included as well. A discussion ensued and it was determined that this AOP would be brought back up at the next meeting when Dr. David Bridges, Faculty Senate representative, would be present.

4. Other Business:

- The deadline for reporting final grades is December 12, 2006 at noon. The system is on for final grades as of today.

The meeting was adjourned.