

Minutes **TO POST**

DEANS COUNCIL

Wednesday, November 4, 2015 – 3:30 p.m.

President's Conference Room

PRESENT: John Wells (Chair), Jim Brown, Cathy Adkins, Rick Cary, Marie Nicholson, Scott Pearson, Jennifer Rhinehart, Phyllis Smith, Beth Vogler

ABSENT: Cathy Franklin-Griffin

1. Minutes of October 7, 2015 approved.
2. Enrollment Update - John Wells
3. Richard Hoffman Faculty Development Fellowship Application for 2015-16 - Jim Brown
Action Item: Following discussion, the deans granted 100% support and approval for application from Dr. Lucia Carter whose project intends to stimulate a discussion among faculty, staff, and community members on the meaning and purpose of universities in the 21st Century to facilitate a better understanding of the role and place of Mars Hill in the wider context of higher education.
4. Teaching and Learning Center Director (Handout) - John Wells and Jim Brown
Following discussion of the *draft* job description distributed by Jim Brown, a few items were noted for change/update. A search committee will be formed; proposed list of committee names were suggested.
5. Academic Integrity Policy Proposal - Jim Brown and Jennifer Rhinehart
The Academic Integrity Policy proposal represents the joint efforts of Plans and Policies, the Dean of Academic Administration, and the Ethics Across the Curriculum Director to create new academic integrity language and procedures for the Academic Catalog. The intention is to create a policy that defines expectations for academic integrity and creates procedures for addressing violations of Academic Integrity through the office of Academic Affairs. Updated Academic Integrity Policy were distributed electronically to deans prior to today's meeting reflecting clear procedures for reporting incidents and appeals.
Action - Supported by Deans Council; will present information to faculty at Faculty Meeting on November 5, 2015.
6. MLK Day Update (Handout)- John Wells
Dr. Wells distributed handout from the Diversity and Multicultural Affairs office reflecting a *draft* of planned events for MLK Day - January, 2016; following review/discussion, the following suggestions were noted:
 - Flyer/posters need the date listed.
 - Announcement that classes are not cancelled but suspended for educational purposes.
 - Increase number of break-out sessions.
 - Make multiple appeals for attendance.
 - Photography exhibit - Rick Cary to follow up in regard to Weizenblatt Gallery.

7. Diversity Hiring Form (Handout) - Jim Brown
 - Purpose of a diversity hiring form? Need specific protocols for diversity in hiring.
 - Begin with "pilot" this academic year.
 - Draft procedures & check list that are easily understood; standards to be used across search committees.
8. HR Electronic Application Update - John Wells

Deana Holland was not able to attend this meeting; Dr. Wells stated that applications are currently being received electronically in HR for faculty positions and appears to be working favorably. Deana will provide a follow up with the Deans Council at a later date.
9. Nursing Update - John Wells

Cathy Franklin-Griffin could not attend this meeting; John Wells extended kudos to Cathy Franklin-Griffin, Chuck Tucker, Marlene Giles, Scott Pearson and any others that were involved in setting up the temporary classroom labs and the excellent results of the NCBON Education/Practice Consultant on-site visit Friday, October 30th. Scott Pearson also noted the good work/assistance from the facilities department men and women. Dr. Crystal Tillman, NCBON consultant, will recommend that the MHU application for the Pre-licensure, Traditional BSN Program go forward to the Education Committee meeting in December and on to the Board of Nursing meeting on January 21-22, 2016.

Adjourned at 4:54 p.m.