

Minutes **TO POST**

DEANS COUNCIL

Wednesday, January 24, 2018 – 3:30 p.m.

President's Conference Room

PRESENT: Carol Boggess (Chair), Jim Brown, Cathy Adkins, Rick Cary, Cathy Franklin-Griffin, Marie Nicholson, Marc Mullinax, Scott Pearson, Bev Robertson, Phyllis Smith, Beth Vogler and Iva Coates (recorder)

Attended Cherokee renewal agreement signing from 3:00-3:30PM in Blackwell 1st floor lobby.

1. Minutes (January 18, 2018) – Approved unanimously.
2. Updates
 - Enrollment (Handout) - Marie Nicholson
 - SACS – Jim Brown
 - Assessment Workshop – Thursday, January 25 at 11AM to assist departments with Parts A and B.
 - On track with student achievement; Rejoinder to be submitted in April, 2018 will reflect using the feedback loop that has been put in place.
 - Next steps? Working with non-academic, administrative/academic support areas – they need to have same template/standardized format. Need to look at: effectiveness, efficiency, customer service, student learning outcomes (optional), strategic planning/ priorities (optional).
 - Position Requests – Carol Boggess
 - Paperwork is being presented to President for formal approval process.
3. Faculty Appointment Clarification/Revision Proposed in Fall, 2017 (Handout) – Carol Boggess
Handout reflected current Handbook language for the “Defined Term Appointments”. Proposed changes would divide the “defined term appointments” into two parts: lecturer and instructor. Neither appointment is tenure track.
ACTION: Following discussion, there was unanimous approval to implement changes effective with the 2018-19 academic noting that “ad hoc” should be added to committee work in section 3.2.2.
4. Review of Faculty Leave Policy – Carol Boggess and Marc Mullinax
Fall 2017 semester, Joy Kish and Faith Cope (HR) requested a meeting with Drs. Boggess and Mullinax and most recently they met with Joy Kish and Jennie Matthews to review the Faculty Leave Policy.
ACTION: Tweak or scrap policy? Consensus of today’s discussion is not to scrap. Marc Mullinax and Scott Pearson will take concerns and follow up with HR and bring back a proposal to the Deans Council.
5. Announcements – Marc Mullinax (for next Faculty Meeting)
 - Motion for posting of mid-term grades for all instructors, all students, all full-term courses.
 - Faculty Personnel Committee is working on definitions for Faculty Rank & Faculty Status.
 - Maria Moreno is doing great work in advancing international education parts of the strategic plan; presenting proposal for I&I 235– a faculty led course travel component.
6. Suggestions for Students to Present to BOT (March 9, 2018) – Carol Boggess
Carol asked for names to be sent to her as soon as possible.
7. Plans for (4) Presidential Candidates’ Visits (Monday, January 29th thru Thursday, February 1st)
Reminder: Deans Council will not meet on January 31st due to the following schedule:
 - Meet candidates (Q&A): 3:00-3:45PM
 - Reception for candidates: 3:45-4:15PM
8. Other – Carol Boggess
 - Textbooks
 - Gone smoothly;
 - Registrar is reporting no shows to Karla;
 - Faculty should be announcing to students to return textbooks if they have dropped a class;
 - Can Karla contact advisors to have students pick up textbooks? Carol will follow up with Karla.

Adjourned at 4:42 p.m.