

Minutes **TO POST**

DEANS COUNCIL

Wednesday, November 28th – 3:00 p.m.

Ferguson Health Sciences Conference Room

PRESENT: John Omachonu (Chair), Jim Brown, Rick Cary, Cathy Franklin-Griffin, Cathy Adkins, Marc Mullinax, Marie Nicholson, Scott Pearson, Bev Robertson, Beth Vogler, Donna Parsons, Audrey Martin-McCoy, Amanda Knapp, Barb Sims, Heather Zurburg, and Danielle Hagerman (recorder).

1. Approval of Minutes - *Approved*

2. Dean's Updates

a. AGS/CJ Certificate

- i. Certificate Program that will be completely online (pending SACS approval) consisting of 5 courses.
- ii. Certificate focusing on field of CJ intelligence/analyst
 1. Include focusing on learning about the analyst job, cyber security and open source intel, will use existing courses (Trafficking etc.) for building blocks of foundation
- iii. Targeted audience:
 1. Current undergraduate body
 2. Local practitioners
 3. Those not geographically close (military)
 - a. Once SARA approved will be able to use instructors in other states
- iv. Deans Concerns:
 1. Interested Adjuncts? (Hard to find quality adjuncts w/current pay rate)
 - a. Heather: Those who have been approached have been receptive so far, but higher rates will always attract more qualified personnel
 2. Be cautious when hiring those who may be proficient in the workforce, but not with teaching.
 - a. Barb: Have had good success so far ie. Bob Kandra
 3. There is a timeline to be going online?
 - a. Jim: Plan will be submitted mid-December, SACS turn-around is anywhere from 6-8 mos. Ideally would like to be ready to implement for Fall '19 semester.
 4. Could undergraduates major, minor and receive the certificate?
 - a. Heather: Yes, this is absolutely possible.
 5. Marketing efforts?
 - a. Barb: Going the Mars Hill's current available channels of marketing.
 6. Timeline for certificate?
 - a. Barb: Approval from Deans, then sending on to Curriculum Committee, get in front of faculty for review before February to vote in March.
- v. **VOTE**- motion made by Rick Cary for preliminary approval to move in to the Curriculum Committee and Assessment Committee. Beth seconded. All in favor. **APPROVED**.

- b. Phyllis Smith- ACA approved for both Maria Moreno and Adrienne Warfield for sabbatical.

3. Faculty Chair Update – Marc Mullinax
 - a. New Education book is delivered, will be meeting to discuss on Wednesday afternoons (when Deans Council is not meeting)
 - i. If interested, email Marc.
 - b. Program and Department Chairs will be meeting on Friday
 - c. Marc listening tour with new faculty brought points of concern:
 - i. Including but not limited to Salaries, Budgets, Student quality, Divisional structure, and Faculty Development

 4. Assessment Update – Audrey Martin-McCoy
 - a. Routing of new programs and certificates
 - i. After discussion between members of the Assessment and Curriculum committees the following questions:
 1. What is the agreed order of review among the Deans and the Committees?
 - a. Proposal Submitted during a Deans Council Meeting
 - b. Upon Approval by Deans goes to Curriculum Committee and assessed jointly with Assessment Committee.
 - c. Curriculum Committee Decision
 - d. Upon Approval brought to faculty for vote.
 - e. Final signature from Provost Office.
 2. When do the Deans sign-off on new programs?
 - a. Preliminary approval and then the Provost will sign off at the end.
 3. Will address signatures specifications, separate process for Graduate programs, and being more intentional and strategic about adopting new programs in the future during next meeting.
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5. Provost Office Updates – John Omachonu
 - a. Gen Ed document sent from Provost Office, HIGHLY encourage all to read it.
 - b. Finalize next meeting to be December 12th as to not interfere with exams.
 - c. January meetings will be the 16th and 30th.
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6. Adjourn – Next meeting is Wednesday, December 12th in the President’s Conference Room.