

Minutes **TO POST**

DEANS COUNCIL

Wednesday, September 19, 2018 – 3:00 p.m.

President's Conference Room

PRESENT: John Omachonu (Chair), Jim Brown, Rick Cary, Cathy Franklin-Griffin, Marc Mullinax, Marie Nicholson, Scott Pearson, Bev Robertson, Phyllis Smith, Beth Vogler, Donna Parsons, Audrey Martin-McCoy, Carolyn Kuzell, and Kristie Vance.

1. Greetings from John Omachonu
2. Admissions (Student Recruitment) – Kristie Vance
 - a. Saturday (9/22) – Visit Day
 - i. Hoping for 60-70 students to show up (majority are seniors)
 - ii. Students are hesitant to apply before the full visit before
 - iii. Fill in missing program representatives for visit day
 - b. Next Visit Day – Saturday, November 3rd
 - i. Students who have accepted admission for the following fall
 - ii. Same day as SART fundraising event (see Jim for details)
 - c. Would like to continue to identify classes during the week open to having students come in and sit in
 - i. This is highly requested from prospective students
 - d. Would love to meet with each department head to know what's going on
 - i. Updates
 - ii. Scholarships
 - iii. What makes your dept. unique (help us sell your major)
 - iv. Have scheduled meetings in the past
 - v. Phyllis – over coffee? Preferable during 2-5 time frame
 - vi. Rick – come to departments, better visual on what's going on
 1. Send list of prospective students/interested majors to Deans
 - e. Focusing less on a broad search throughout NC for students
 - i. Instead focus on areas that students have come from in the past
 - ii. John – ever bring academic faculty along with recruiting?
 1. Kristie – yes, sometimes, with nursing and other depts. We do a bit, but not enough.
3. Assessment Update
 - a. Handouts passed out (assessment updates for this week)
 - b. We will be having an assessment updates during the faculty forum on Sept. 27th
 - i. Jennifer and Audrey will be presenting on evidence collection, sampling, and data analysis
 - ii. Would like to present draft statement (student work product statement)
 1. Let students know that data will be gathered from the work they've turned in to analyze for IR/IE purposes
 2. Where to put this, handbook? Course syllabi tends to be bloated
 3. Fine arts – anonymity is hard with use of video/photographs
 - c. Concern over SACS standard for program coordination
 - i. Addressing by taking a look at position description of program coordinators

- ii. On handout, revised position description for academic program coordinator which imbeds some of the expectations of SACS and assessment into it
 - 1. Read and review w/dept chairs and send feedback to Audrey before Friday Oct. 5th
- d. Two reminders
 - i. Assessment plan Pt A. revised date is Friday September 21st
 - ii. Curriculum map Monday October 15th

4. Dean's Updates

- a. Beth Vogler – Prof Programs
 - i. CJ dept. looking at certificate
 - ii. Donna – business dept. looking at AGS programs, convening first meeting of advisory committee next week. Roger Slagle has been wonderful putting this together.
 - iii. Social Work – Still working on self-study
 - iv. Education – add on licensure program (online)
- b. Cathy Adkins – Gen Ed
 - i. Gen Ed – responding to scheduling, making sure everything is covered the best we can
 - ii. Working with AGS to make sure that these offerings are there
 - iii. Working with Audrey on job descriptions to meet assessment requirements
- c. Cathy Franklin-Griffin - Nursing
 - i. Madison Co. Chamber of Commerce on campus, had a chance to talk about the nursing program
 - ii. Appreciated the work on the IHS program, not ready to bring to Deans Council (would like John to look at it first)
 - iii. Working with business for healthcare mgmt.
 - iv. Faculty working on possible restructure of pre-licensure program
 - v. Excited about community partnerships
- d. Marie Nicholson - Registrar
 - i. Schedules for Spring '19 due Sept 26th
 - ii. Traditional 1037, Adult 95, Graduate 22
- e. Rick Cary – Fine Arts
 - i. Last week to see faculty art show in gallery
 - ii. Mac lab – up and running in Cornwell
 - iii. Developed two more post baccalaureate programs
 - iv. Theatre – interviewing for theatre tech student today
 - v. Theatre – paperwork to HR for Neil's replacement
 - vi. Choral festival planning underway (in February)
 - vii. Music – undergoing accreditation self-study
- f. Jim Brown – AGS
 - i. Working w/Samantha in marketing to revise marketing initiatives
 - ii. Great outreach in WCU w/their CJ program
 - iii. Trying to get into distance ed world
- g. Phyllis Smith – Humanities/Social Sciences
 - i. Jonathan McCoy – working on creating African American studies minor
 - ii. Psychology – will be giving panel on upcoming ACA summit
 - iii. ACA sabbatical grant – have two faculty members applying
 - 1. Anyone else planning to apply? Deadline end of Oct.
 - iv. Academic Integrity – thank you for all contributions, much larger pool

- h. Bev Robertson – Library
 - i. FYS 111 groups in
 - ii. Working with senior research
 - iii. Working on library part of music reaccreditation program
 - iv. Games exhibit – planning on evening for students - game night
 - i. Scott Pearson – Science
 - i. Dealing w/facility building issues (will talk to Dr. Omachonu)
5. Updates from Provost Office – John
- a. Working with Jennifer on class distribution
 - b. Beginning to read white papers, thank you for honesty and candor
 - c. Sent info on Fred Bonner who is coming
 - i. Want to make sure that any initiative on campus that has to do with diversity goes through this office
6. Adjourn (4:03pm) – Next meeting:
- a. October 3rd at 3:00pm