

Minutes **TO POST**

DEANS COUNCIL

Wednesday, January 16<sup>th</sup> - 3:00 p.m.

President's Conference Room - Blackwell

PRESENT: John Omachonu (Chair), Rick Cary, Marc Mullinax, Marie Nicholson, Scott Pearson, Cathy Adkins, Jim Brown, Cathy Franklin-Griffin, Donna Parsons, Audrey Martin-McCoy, and Danielle Hagerman (recorder).

1. Approval of Minutes - *Approved*
2. Dean's Updates
  - a. Jim Brown
    - i. Submitted subchange, will probably be around 6-8mos before response
    - ii. ACA – College Consortium
      1. Course sharing program, allows instructors to share courses.
      2. MHU will be enrollment only member
      3. Minimize tuition leakage, allows students to take 1 or 2 classes through consortium
        - a. Need to make sure that there is Policy in place so faculty understand how this works
        - b. Approval will also go through faculty members
  - b. Marie Nicholson
    - i. Require schedules by Feb 22<sup>nd</sup>. Please have faculty spread out classes.
      1. Will send back classes that are taking large MW blocks of time for Dean review
  - c. Rick Cary
    - i. NASM – Teresa working on accreditation report, should be sent in by Feb. 22<sup>nd</sup>
    - ii. New art exhibition in Weizenblatt Gallery, contemporary look at photographs using distortions of polaroid process
  - d. Cathy Franklin-Griffin
    - i. Stephanie Shelton let students on successful trip to Haiti (medical mission trip)
    - ii. Will have three students present at National Conference (Sigma Theta Tau)
    - iii. Dean position is advertised
      1. Extending position to be open through January 21<sup>st</sup>
      2. Advertise in AACN – AA office will cover advertising costs
3. Faculty Chair Update – Marc Mullinax
  - a. Will have faculty meeting in May (5/2 - last day of class)
  - b. New Education reading group - first meeting will take place **Jan 23<sup>rd</sup> in Peterson Conference Room** (changed due to size). See Marc if interested.
  - c. Raising concern to room about Lisa Wachtman stating that she had students who struggled to find advisors before classes started
  - d. Sending out post card response – looking for input for the 2019 Faculty Workshop in August.
4. Assessment Update – Audrey Martin-McCoy
  - a. Process for New Programs/Certificates, and other University-Wide Curricular Changes
    - i. Based on final discussion with the Deans Council during its December 12, 2018 meeting, the document *Process for New Programs/Certificates, and other University-Wide Curricular Changes* was finalized and sent to the Curriculum Committee Chair.

- b. Process for the Closure of Academic Programs
  - i. Draft information to include in a process describing the institution's approach to closing academic programs was shared with the SACSCOC liaison and the Curriculum Committee chair in December.
- c. NILOA Coaching Visit
  - i. The Office of Institutional Effectiveness has been working with the Dr. Errin Heyman, Project Manager with WSCUC Senior College and University Commission on outcomes assessment professional development scheduled for the Mars Hill University community on **Thursday, February 14**. This effort is supported through the National Institute on Learning Outcomes Assessment (NILOA). A draft schedule has been provided for details.
  - ii. The academic division deans are asked to work with department chairs to **identify 3-5 faculty members** within their respective divisions to participate in the session titled *Academic Program Outcomes Assessment* from **11:00 am – 1:30 pm on February 14**. The hope is to provide a lite lunch during this session. We will need to the number of prospective participants from each academic division by **Friday, February 1**.
- d. Draft Session Description:
  - i. The **Academic Program** at Mars Hill University are currently participating in student learning outcomes assessment. The session will explore ways to more effectively measure program-level outcomes. Faculty are asked to bring program-level student learning outcome statements and class assignments that represent evidence of this learning. Faculty are also encouraged to bring their program curriculum map and will be shown ways to better identify where a competency and/or outcome is being measured, discuss what evidences are being used to support student learning, and what can be stated about the student's growth toward the competency. A lite lunch will be provided during this session.
- e. Assessment Committee for Academic Programs Update
  - i. The Assessment Committee met last Friday, January 11 to continue its work reviewing GenEd undergraduate and graduate program-level assessment reports from 2017-18 to prepare in submission with the SACSCOC Monitoring Report due April 1, 2019. The bulk of these reports were resubmissions or late submissions. While there are still a few outstanding reports, however, the understanding is that faculty are aware of the request for edits and are working on necessary changes. **The Assessment Committee must have all of its reviews completed with compliant reports for SACSCOC submission by the end of February**. Please encourage individuals in your division who need to submit and/or revise the 2017-18 Assessment Report to do so as soon as possible.

5. Provost Office Updates – John Omachonu

- a. Forwarded email from ACA offering professional development funds (\$500/fac. Member)
- b. Check email for finalized MLK events, please encourage participants.
- c. CIC has selected Mars Hill to participate in the Diversity, Civility, and Liberal Arts Institute
  - i. June 2-5 Conference in Atlanta, GA
- d. The business office will undergo training for budget managers (begin with planning process)
  - i. Requests will be submitted electronically

ii. Please space requests into two columns

1. Must have to operate

2. Would be nice to have, but can get by without

6. Adjourn – Next meeting is Wednesday, January 30<sup>th</sup> in the President's Conference Room.