

Minutes **TO POST**

DEANS COUNCIL

Wednesday, February 6<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, , Donna Parsons, Audrey Martin-McCoy, Phyllis Smith, and Danielle Hagerman (recorder).

1. Approval of Minutes - *Approved*
2. Dean's Updates
  - a. Good news campus wide:
    - i. Cathy Adkins – Choral festival was a success with over 350 students attending.
    - ii. Rick Cary – Theatre Arts is recruiting hard, numbers are already better than the past couple of years (Shout out to Sue Fair!)
3. Faculty Chair Update – Marc Mullinax
  - a. Full agenda for Faculty Meeting tmw
    - i. IHS
    - ii. Intelligence Studies Certification
    - iii. Academic Integrity
  - b. Jimmy Knight (Career Services) would be interested in attending a future Deans Council meeting
4. Assessment Update – Audrey Martin-McCoy
  - a. NILOA Coaching Visit
    - i. As a reminder, the NILOA Outcomes Assessment Workshops will be held on February 14. Currently, there is representation from across the academic divisions and response from the academic support service units. A reminder message will be sent in the coming days to individuals who have agreed to attend a session. Each morning session will be videotaped. **It will be held from 11:00 am- 1:30 pm in Peterson Conference Room on February 14.**
  - b. Assessment Update
    - i. Provost Omachonu forwarded a message from the NC Independent Colleges and Universities that included a call for proposals for the 15th Annual NCICU Assessment Conference and Pre-Conference Workshops at Guilford College in Greensboro on June 11-12, 2019. Faculty and staff are encouraged to collaborate in the submission of a proposal. Proposals should be submitted to NCICU by Monday, March 18, 2019.
5. Provost Office Updates – John Omachonu
  - a. Academic Integrity – will be a part of the faculty forum in April, possibly look into adding this to faculty workshop in August?
  - b. CIC
    - i. Virginia Beach conference: would like to finish compiling list of deans and chairs interested in attending
  - c. How to Prepare for Tough Conversations

- i. The Chronicle article sent from Provost office, encourage all to read and pass along to departments
    - d. HR Budgeting
      - i. All future position requests (Adjunct, F/T etc.) need to go through Jennie Matthews in HR.
      - ii. Process is being streamlined, and HR will then begin electronic approval process
    - e. Online Classes – Who is allowed to take them?
      - i. Need to start looking into creating a policy regarding traditional students taking online classes (will need include College Consortium policy)
        1. Limitation in number of classes allowed?
        2. Who can approve registration?
        3. Who is allowed to teach?
        4. Should AGS oversee all online education?
        5. Policy needs to include oversight and assessment
        6. Marc – would like to bring to faculty in April, possibly use March Faculty forum for discussion
        7. Want all Deans, Plans and Policies, Curriculum committee, and Academic Standards all come together as gatekeepers for this policy
        8. Recommend some sort of certification before teachers can teach online courses
        9. Policy must be added to handbooks
        10. John – Next meeting, Deans bring something from each department regarding this policy
      - ii. Strategy for moving forward:
        1. Jim B. – will pursue best practices w/other similar institutions
        2. Deans – check schedules and review for the Fall Semester
          - a. Make sure to bring Cathy A. into conversation if class is considered gen ed
    - f. ACA – Virginia Beach workshop
      - i. Friday is cutoff date for interested attendees (contact Provost office)
      - ii. Will continue conversation in future meetings
6. Adjourn – Next meeting is Wednesday, February 20<sup>th</sup> at 3pm in the President’s Conference Room.