

Deans Council Meeting Minutes
June 6, 2017
2:00 p.m.
School of Forestry and Natural Resources
Room A 101

Present: Dr. Peggy Doss, Dr. Dale Bower, Dr. Rick Clubb, Mr. Mark Spencer, Dr. Lou James, Ms. Kim Level, Mr. Dan Boice, Dr. Kelly Bryant, Mr. Brian Hairston, Dr. Morris Bramlett, Dr. Brandy Haley, Ms. Crystal Halley, Mr. Bob Ware, and Ms. Naomi Williams.

The minutes from the May 16, 2017 meeting were approved.

Dr. Doss discussed students dropped as of 6/6/17 for not finalizing bill. Faculty should print and review class roster daily. Finalized summer compensation should be sent to Rita, Alex, and cc her.

Dr. Doss would like Becky Hammett, and other necessary staff, to be on the agenda for the next meeting to discuss Financial Aid and drops.

Ms. Halley discussed pre-registration June 12-14, 2017. Deans should be in place by 1:45 and Advisors by 2:00 to meet with freshmen. She passed out Remedial Placement Charts (laminated them) and Academic Advising Updates/Reminders and discussed each in detail.

Ms. Halley also discussed Accu-Placer testing (\$10 fee) and reminded everyone of free in-house testing through departments. Go ahead and place the student in the lower course and the Dean will place them in the higher course if needed after testing. She will send out instructions to lookup HS GPA in EAB. Dr. Bramlett stated Grit Test is a great way to see if a non-remedial student has the motivation to succeed.

Dr. Doss provided a draft of the new Annual Report that is to be added as an Operating Procedure. Deans are asked to complete (keeping short bullet points – only what is asked for) using data from the current academic year (data for Effectiveness Section will be supplied by Mike Owens or his department by July 18th – what they can get our earlier they will) with an August 1, 2017 deadline. If your data is incorrect, let Mike know and cc Dr. Doss. Each section was discussed in detail as well as the May 2017 Productivity Funding Formula (Technical Definitions) from the ADHE (Dr. Doss will email an updated link for June 2017). Dr. Doss said that Dr. Marla Strecker with ADHE will speak to the group during Professional Development Week in August about the Productivity Funding Formula. Hopefully, all needed information for assessment, HLC, etc. can be streamlined into this one Annual Report document. Dr. Bramlett, Mr. Spencer, and Dr. Bower attended an ADHE meeting where we learned that UAM was ahead of other schools in this area.

Dr. Doss will check with Dr. Marla Strecker with ADHE to see how double majors will be counted. Dr. Bower and Ms. Halley will research how double majors are counted in order not to lose their financial aid.

Reminder: When supervising online classes, deans can be added as a TA for classes within their school. We want online classes to be true instruction. Ms. Halley discussed ways of pulling data from Blackboard if inactive for a certain number of days. This will be piloted during Summer II.

Dr. Morris Bramlett discussed the Mid-Term Grade Policy. Carol told him that WeevilNet has a mid-term grade function. It stores the information, but it doesn't go on the transcript. This should be ready for fall. Mid-Term grades should be posted prior to drop dates. Carol is working on a note section to show the number of absences. Faculty will keep record of attendance in whatever manner they choose.

Dean Evaluations are due June 16, 2017.

Next meeting is June 19, 2017 in School of Forestry and Natural Resources Room A-101.