

Deans Council Meeting Minutes
July 18, 2017
10:00 p.m.
Forestry and Natural Resources Room A101

Present: Dr. Peggy Doss, Dr. Laura Evans, Dr. Rick Clubb, Mr. Mark Spencer, Ms. Kim Level, Dr. Phil Tappe, Mr. Dan Boice, Dr. Brandy Haley, Dr. Kelly Bryant, Mr. Brian Hairston, Dr. Morris Bramlett, Ms. Crystal Halley, Ms. Linda Rushing, Ms. Sharon Cantrell, Mr. Bob Ware, and Ms. Naomi Williams. Guests: Ms. Becky Hammett, Ms. Carol Dolberry, and Ms. Lindy Hester.

Under other agenda items: Dr. Doss advised Frazer's Funeral Home looking for a recent graduate to fill a clerical position (preferably business or C.I.S.). Salary around \$35,000 with insurance and benefits. They will train until March. Please send names and numbers to Dr. Doss and she will forward to Frazer.

Also, Ms. Stephanie Harton has an opening for a Business Consultant. The pay is in the low 30s. If you know of someone, please send their information to Ms. Harton.

The minutes from the July 5, 2017 meeting were approved.

Dr. Doss welcomed Ms. Hester, Ms. Hammett, and Ms. Dolberry to the meeting to discuss Operating Procedure 500.2 re: drops for not finalizing registration.

Ms. Hester discussed the drop policy for students and advised Residence Life will be having a call night. If she is notified a student will not be attending, she will send an email to Ms. Dolberry who will drop them and send emails to their advisor and the deans' list.

Ms. Hester will get with Ms. Anissa Ross to send a list by departments and majors of students who have not finalized by August 14th (the list should be available August 15th) and will include their advisor's name.

There are problems with PAFs and Summer II class drop dates not coinciding with payroll deadlines. Ms. Dolberry will work on a draft to revamp Operating Procedure 500.2 with input from Ms. Hester, Ms. Hammett, Ms. Tawana Greene and Residence Life. She will then send the draft to Mr. Jay Hughes for his review and forwarding to the Executive Council for approval.

Ms. Hammett suggested the Reinstatement Forms in addition to the last day of attendance also need to include the census date for that session. Ms. Dolberry will work with her and Ms. Greene to update the form.

Ms. Hester shared that next year Pell Grants will pay 150% to students who were full-time students in the fall and spring. They will be eligible for an extra 50% to go toward summer classes.

Dr. Morris Bramlett presented a draft regarding attendance and midterm grade policies and pointed out faculty are to take attendance and post midterm grades. Dr. Bramlett and Dr. Evans will draft a policy regarding attendance for the deans to review (with a deadline) so it can be presented to Executive Council in time for fall classes. Dr. Doss suggested deans meet with faculty before classes start to discuss these policies and to make sure faculty know what “justifiable” means in regard to students missing class and making up work.

Dr. Tappe presented Curriculum & Standards Proposals

School of Forestry and Natural Resources

1. Delete old minors: Forestry Minor, Geographic Information Systems, Natural Resources Minor, Surveying Minor, and Wildlife Management Minor
(motion and second to approve – passed)
2. Modify the listing for Natural Resources Management Emphasis Area
(Dr. Tappe pulled this proposal)

Dr. Doss discussed the Parent Checklist included in their folder.

The meeting adjourned at 12:20 p.m.