

Deans Council Meeting Minutes
August 1, 2017
10:00 p.m.
Sandra Campbell Conference Room

Present: Dr. Peggy Doss, Dr. Laura Evans, Dr. Rick Clubb, Mr. Mark Spencer, Dr. Lou James, Ms. Kim Level, Dr. Phil Tappe, Mr. Dan Boice, Dr. Brandy Haley, Dr. Kelly Bryant, Dr. Morris Bramlett, Ms. Crystal Halley, Ms. Linda Rushing, Ms. Sharon Cantrell, Mr. Bob Ware, and Ms. Rita Hyatt. Guest: Michael Owens.

The minutes from the July 18, 2017 meeting were approved.

Dr. Clubb asked how a unit would send out an email to netlist. The dean would submit information to Dr. Doss for her review and submission to netlist.

Dr. Doss welcomed Mr. Owens to the meeting to discuss the Faculty Innovation Center. He shared with the Council a PowerPoint presentation on HoverCam Pilot program. Mr. Owens stated that his office has purchased two systems to be used in the Faculty Teaching Learning Center and other system is TBD.

Dr. Doss encouraged the unit heads and faculty/staff to help with Fall Move-In Day on Sunday, August 20. Please notify Rebecca Nugent, if you are interested in volunteering to services to help our students move into the dorms.

Dr. Doss provided the Council with a copy of Professional Development Week program.

- Dr. Doss provided common taking points for unit faculty meeting:
 1. Checking class rosters daily
 2. Encourage students to finalize bills / don't let students stay in class if they are dropped for not finalize bill
 3. Use of Blackboard for all classes
 4. Faculty office hours
 5. Completion of advisement reports
 6. Mid-term grade and attendance policy
 7. Use of netlist policy
 8. Rules for media release
 9. Submitting forms for off-campus travel in a timely manner
 10. Academic Alerts are subject to FOI
 11. Insure the quality of face to face or on-line/hybrid classes
- If you have graduate assistants, please see Ms. Hyatt for additional PDW programs to be given to GA.

Dr. Doss asked that any media releases be submitted to Mr. Jim Brewer for his approval.

Dr. Doss discussed confirmation of returning students.

Ms. Level presented Curriculum & Standards Proposals for the School of Education.

1. Add New Course PE 3xx3 Community Health with syllabi
2. Add New Course PE 2xx3 Lead-up Games with syllabi
3. Add New Course PE 4xx3 Methods of Physical Education and Health with syllabi
4. Modify course PE 3503 Adaptive Physical Education to new name Adapted Physical Education
5. Modify listing for Bachelor of Science in Health and Physical Education

The Council approved the proposals.

Dr. Bramlett discussed the Arkansas Dean's Conference to be held in September at Lake DeGray.

The meeting adjourned at 12:00 p.m.