

Deans Council Meeting Minutes
August 28, 2017
2:00 p.m.
Sandra Campbell Conference Room

Present: 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, Mr. Brian Hairston, Dr. Morris Bramlett, Ms. Crystal Halley, Ms. Linda Rushing, Ms. Janie Carter, Mr. Bob Ware, Ms. Sharon Cantrell, and Ms. Rita Hyatt.

The minutes from the August 8, 2017 meeting were approved.

Dr. Evans discussed change of major forms.

Ms. Halley encouraged the deans to collect the 8-semester forms from the students in their areas and submit forms back to Registrar's Office by Friday, September 1.

Dr. Evans asked the deans to complete the annual assurance report for your unit and return to her by September 1, 2017. The Institutional Assurance Form for Child Maltreatment Reporter Training is due to ADHE by September 15.

Dr. Evans asked deans to report if athletics coaches send students with schedule changes to advisors. Coaches may make recommendations, but students should follow their programs of study.

Dr. Evans stated that all faculty and staff should encourage students to finalize their bills.

Dr. Evans provided the Council with a handout concerning the attendance policy and midterm grade policy with important dates for Fall 2017 and Spring 2018. Please share information with your faculty.

Mr. Hairston presented Curriculum & Standards Proposals for the School of CIS.

1. Modify CIS 4623 Database Management Systems to change the prerequisite to be CIS 3553

Ms. Halley presented Curriculum & Standards Proposals for the Office of Academic Affairs

1. Modify the listing for Conditional Prep Status on page 56 in the catalog
2. Modify the listing for Enrollment in Developmental Courses on page 49 in the catalog
3. Modify the listing for Second Baccalaureate Degree on page 61 in the catalog
4. Modify the listing for Academic and Professional Core Required Courses for BAS by removing GB 3043 Business Communication since the course number changed to GB 2043

Dr. Tappe presented Curriculum & Standards Proposals for the School of Forestry & Natural Resources.

1. Delete the School of Forestry & Natural Resources General Studies Emphasis Area

The Council approved all C&S proposals.

Important Dates:

Parent/Family Appreciation Day – September 16

Arkansas Dean's Association Annual Meeting September 17-18

“Beam Signing” October 18

Homecoming October 21

Herbarium Open House September 23 at 11:00 a.m.

The meeting adjourned at 3:15 p.m.