

Deans Council Meeting Minutes
November 6, 2017 at 2:00 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, Mr. Brian Hairston, Dr. Morris Bramlett, Ms. Crystal Halley, Mr. Bob Ware, and Ms. Rita Hyatt.

The minutes from the October 24, 2017 meeting were approved.

Ms. Halley reminded the Council that faculty and course evaluations using Blackboard begin November 6 and end November 19. Please encourage students to complete the survey. The results from faculty and course evaluations will be released on Monday, December 18.

Dr. Doss discussed that pre-registration started today and ends on November 17. Remind your faculty to encourage students to enroll in 15 credit hours per semester.

Dr. Doss stated that Dr. Michael Moore will be on campus Thursday, November 30 to discuss eVersity accreditation. She encouraged deans to bring faculty and staff to the meeting.

Dr. Doss provided the Council with a copy of the Final Exam Schedule for Fall 2017 and the Request to Take Final Exam Early form. All classes are required to meet during the final exam period. Dr. Doss stated that ALL Fall 2017 grades are due by 10:00 a.m. on Monday, December 18.

Dr. Doss reminded the Council that no activities, including meetings, social events, and fund-raising activities, are permitted in the 24 hours prior to the start of, or during, the official final exam period, which is December 11-15.

Dr. Doss reminded the Council that Commencement will be Saturday, December 16 at 10:00 a.m. in the Steelman Field House. She stated that all faculty are required to attend commencement; however, if a faculty member cannot attend, the deans should send a request to the Office of Academic Affairs for the faculty member to be excused.

Dr. Haley presented Curriculum & Standards Proposals for the School of Nursing.

Modify the Bachelor of Science in Nursing by modifying the chemistry courses in the general education requirements and statistics in the supportive requirements Curriculum & Standards

The Council approved the C&S proposal.

Important Dates for Fall 2017:

<u>Fall 2017</u>	<u>Mid-term Grade Posted/Due</u>	<u>Last Day to Drop</u>
8 Week 2 Sessions	November 14	November 17

The meeting adjourned at 4:20 p.m.