

Deans Council Meeting Minutes
January 23, 2018 at 2:00 p.m.
Sandra Campbell Conference Room

Present: Dr. Peggy Doss, 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, Dr. John Davis, Mr. Mike Owens, Ms. Roxanne Smith, Ms. Brandi Childs, and Ms. Rita Hyatt. Ms. Sharon Cantrell and Ms. Linda Rushing joined by Skype.

The minutes from the December 11, 2017 meeting were approved.

Dr. Davis discussed the new software system “AcademicWorks” with the help of Mr. Owens, Ms. Smith and Ms. Childs. AcademicWorks is how students apply for private and institutional scholarships. Three handouts were given to everyone with screenshots of the steps. Dr. Davis stated that AcademicWorks is in production now for private scholarships with a deadline of March 1 to apply for scholarships. Please notify Ms. Childs the names of faculty on your scholarship review committee. The Office of Academic Affairs will send an email to netlist and studentlist about the new operating system “AcademicWorks”.

Dr. Doss and Ms. Childs discussed students changing from full-time to part-time and the impact on financial aid.

Dr. Doss and Ms. Childs discussed the importance of reporting students who never attended classes for Spring 2018. The census date is January 25.

Dr. Doss discussed faculty reminders: taking class attendance, mid-term grades, change of grades, faculty office hours, and blackboard for supplemental instruction.

Mr. Hairston presented Curriculum & Standards Proposals for the School of Computer Information System.

Modify of CIS 4263 Ethics in Information Technology by removing the prerequisite of junior standing or instructor’s permission.

The Council approved the C&S proposal.

The meeting adjourned at 4:05 p.m.