

Deans Council Meeting Minutes
October 22, 2018 at 2:00 p.m.
Student Success Center Room 205

Present: Dr. Peggy Doss, Ms. Crystal Halley, Dr. Rick Clubb, Mr. Mark Spencer, Dr. Marsha Clayton, Ms. Kim Level, Dr. Phil Tappe, Dr. Brandy Haley, Mr. Dan Boice, Mr. Brian Hairston, Dr. Morris Bramlett, Ms. Linda Rushing, Ms. Misty Paschall, Mr. Bob Ware, and Ms. Rita Hyatt. Guests: Dr. Karla Hughes, Mr. Alex Becker, Mr. Jeff Weaver, Dr. Moses Goldman, Ms. Tawana Greene, Dr. John Davis, and Ms. Christy Pace.

The minutes from the October 9, 2018 meeting were approved.

Dr. Doss stated that pre-registration starts on Monday, November 5 and ends on November 16. She provided the Council with handouts about students eligible for pre-registration with a comparison from Spring 2018 and Spring 2019. The Council discussed ways to increase the number of students to pre-register for Spring 2019 semester. Dr. Doss asked the Deans to remind faculty about the Degree Pathways. Any student with an ACT composite score of 16 or below needs to see a professional academic advisor.

Dr. Doss discussed that mid-term grades for regular session are due by October 24 and every undergraduate course should have grades posted. Any students with grades below a “C” should be contacted by faculty or the dean. Faculty should also submit an Academic Alert about grades.

Dr. Doss encouraged the deans to invite faculty to attend the presentation offered by Dr. Adam McKee and Dr. John Davis on November 29 at 12:30 in the Student Success Center room 102.

Dr. Hughes and Mr. Becker discussed the annual budget process for 2020. Due to the Productivity Funding the 2020 budget for the Monticello campus will lose \$130,678, the COT-Crossett will lose \$11,543, the COT-McGehee will lose \$14,814 and the AHEOTA will lose \$2,425 for a combined total of \$159,460. Mr. Becker stated the 2020 budget will be flat, and the System Office is requiring a balanced budget. Dr. Hughes asked the Council to rank the needs of any items requested and base request on the unit’s strategic plan.

Important Dates:

- Annual Faculty Evaluations deadlines
- Student Evaluations – November 4-17, 2018
- Preregistration – November 5-16, 2018
- Faculty Presentation – UAM Student Perceptions and Skills with Technology and Open Education Resources (OER) by Dr. Adam McKee and Dr. John Davis on November 29 at 12:30 in Student Success Center Room 102
- Promotion and Tenure deadlines
- December Commencement Ceremony – December 14 (Friday)
- Mid-Term Grades:

<u>Fall 2018</u>	<u>Last Day to Drop</u>	<u>Mid-term Grade Posted/Due</u>
8 Week 2 Sessions	November 16	November 9
Full Term	October 31	October 24

Dates for Fall 2018:

- October 31 (Wed) – Last day to drop a session 1 class or withdraw from the term (not applicable to other sessions). Grade(s) will be W.
- Final Exam Week – December 10-13

The meeting adjourned at 4:15 p.m.