

Deans Council Meeting Minutes
November 7, 2018 at 2:00 p.m.
Sandra Campbell Conference Room

Present: Dr. Peggy Doss, Ms. Crystal Halley, Dr. Rick Clubb, Mr. Mark Spencer, Dr. Marsha Clayton, Ms. Kim Level, Dr. Phil Tappe, Dr. Robert Ficklin, Dr. Brandy Haley, Mr. Dan Boice, Mr. Brian Hairston, Dr. Morris Bramlett, Ms. Caroline Johnson, Ms. Linda Rushing, Ms. Misty Paschall, Ms. Elaine Hargraves, and Ms. Rita Hyatt.

The minutes from the October 22, 2018 meeting were approved.

Dr. Doss discussed that pre-registration started Monday and ends on November 16. Remind your faculty to encourage students to enroll in 15 credit hours per semester. Any student with an ACT composite score of 16 or below needs to see a professional academic advisor to discuss the Degree Pathways option. Dr. Doss asked Deans to encourage faculty to use the appointment campaign and to send her names of faculty who are having trouble with the system.

Ms. Halley reminded the Council that faculty should encourage students to complete the survey in Blackboard which ends on November 18 at midnight.

Dr. Doss provided the Council with a copy of the Final Exam Schedule for Fall 2018 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 2018 grades are due by 10:00 a.m. on Monday, December 17. She also 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. The deans need to ask for a copy of all grades posted in WeevilNet.

Dr. Doss stated that Ms. Hyatt has been making minor changes to the Faculty Handbook which has not been updated in many years. Dr. Doss stated that the Faculty Handbook is a review of existing policies and procedures. Therefore, there is no need for approval by the Assembly as everything in the Faculty Handbook has already been approved by the appropriate procedures. Dr. Doss stated she will share the updated Faculty Handbook with the Executive Council and the Assembly leadership.

Dr. Doss asked the Deans to sign up for time to present their 2020 budget needs.

Dr. Bramlett presented Curriculum & Standards Proposals from School of Mathematics and Natural Sciences.

- F18 01 Change name of Intro to Biological Science Lab to Biological Sciences / Principles of Biology I Lab
- F18 02 Drop Principles of Biology I Lab
- F18 03 Change pre-requisite for Principles of Biology II
- F18 04 Add Biological Statistics – Syllabus for Biological Statistics
- F18 05 Add Epidemiology/Parasitology – Syllabus for Epidemiology/Parasitology
- F18 06 Curriculum Changes to Biology major (Organismal Option)
 - a) Renaming of Principles of I lab
 - b) Adding Biological Statistics as a major requirement
 - c) Removing of Biology Seminar
 - d) Adding Waterfowl Biology to the elective list
 - e) Adding of Epidemiology/Parasitology to the elective list
 - f) Removing Compact Calculus or Calculus I from Supportive Requirements
 - g) Adding College Algebra and Trigonometry to Supportive Requirements

- F18 07 Curriculum Changes to Biology major (traditional option)
 - a) Renaming of Principles of I lab
 - b) Removing of Biology Seminar
- F18 08 Change math prerequisites for Geometric Concepts to MATH ACT of 19 or greater or completion of Intermediate Algebra (MATH 183)
- F18 09 Change math prerequisites for Number Systems to MATH ACT of 19 or greater or completion of Intermediate Algebra (MATH 183)
- F18 10 Addition of Introduction to Mathematical Reasoning – Syllabus for Introduction to Mathematical Reasoning
- F18 11 Add pre-requisites of Mathematical Reasoning to Abstract Algebra
- F18 12 Addition of Introduction to Statistics – Syllabus for Introduction to Statistics
- F18 13 Name change from Scientific Computing to Python
- F18 14 Modify Mathematics Curriculum
 - a) Add Introduction to Mathematical Reasoning
 - b) Add Introduction to Statistics
 - c) Name change of programming option Scientific Computing to Python Programming

The Council approved the C&S proposals some with minor changes.

Dr. Clubb presented Curriculum & Standards Proposals from School of Social and Behavioral Sciences.
Add A.S. Degree in Criminal Justice degree

The Council approved the C&S proposal.

Ms. Rushing presented Curriculum & Standards Proposals from College of Technology-Crossett.

- CTC-CTM Manufacturing #1 – Adding New Courses - Request the addition of two new courses to be added to the Industrial Production Technology program of study.
- IPT 1XX3 Advanced Manufacturing Applications provides a continuation of theories in manufacturing and process optimization. Course includes advanced problem solving and trouble-shooting techniques concentrating on sustained manufacturing performance and reduced down time, cost control, and quality standards.
- IPT 1XX3 Professional Behaviors provides education regarding necessary work ethics that support and promote successful employment and career development in manufacturing settings. These areas align directly with the FAME curricula.
- CTC-CTM Manufacturing #2 – Modify Prefix for 1st year Manufacturing Courses – Changing the prefix for those first year courses that lead to a Technical Certificate in Industrial Production Technology (IPT) from MANF to IPT. The change will better align courses with the Technical Certificate in Industrial Production Technology (IPT) and clearly differentiate between first and second year courses for purposes of determining program enrollment, completion, and viability.
- CTC-CTM Manufacturing #3 – Modify CP in Manufacturing Principles – Rearranging course offerings within the IPT program (supported by industry comments/requests) to better support first semester students’ academic skills, improve retention, and foster student success to advance to a technical certificate.
- CTC-CTM Manufacturing #4 – Modify TC in Industrial Production Technology - Rearranging courses in the IPT program (supported by industry comments/requests) to better support student success and create a seamless transition to the Advanced Manufacturing Technology TC and the AAS in Advanced Manufacturing technology.
- CTC-CTM Manufacturing #5 – Modify TC in Advanced Manufacturing Technology - Rearranging courses in the AMT program (supported by industry comments/requests) to better support student success and create a seamless transition to the Advanced Manufacturing Technology TC and the AAS in Advanced Manufacturing Technology.

The Council approved the C&S proposals.

Important Dates:

- Annual Faculty Evaluations deadlines
- Student Evaluations – November 4-17, 2018
- Preregistration – November 5-16, 2018
- 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

The meeting adjourned at 4:04 p.m.