

**Academic Affairs**

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Deans' Council Agenda  
Tuesday, October 2 at 1:00pm  
Rothwell 456

I. Registrar

a. FE to WN grade

*Tammy Weaver presented research to abolish the FE policy. FE would be replaced with WN, withdraw for non-participation. The WN is designed to not be punitive to the student and to remove the student from the course roster. The new policy would need to be recommended to EC, with the Deans support, and the goal is for the WN policy to go into effect with the new catalog and begin Summer I. Dr. Woods indicated this would need to be stated in course syllabi. Upon approval by EC, the policy would also need to be added to the Faculty Handbook, Student Handbook, and catalog.*

b. Registration dates

*Registration will begin October 22 and go through November 27. Winter intersession was profitable last year but only eight classes made.*

c. Graduation dates

*Ozark is about 100 students away from getting their own commencement ceremony. There is a breakdown of the ceremonies on the Registrar's website. Friday, December 14 at 7 pm is Graduate College; Saturday at 10 am is Business, Education, EAS, and NHS; 2 pm ceremony will include Arts and Humanities, eTech, and all associates and undergraduate certificates. The graduation fair was held October 2<sup>nd</sup> and 3<sup>rd</sup>.*

II. Budget

*Dr. Bridgmon reminded the Council to try to keep fees balanced. This could be a good time to rethink fees or the purpose. There is an anticipated student*

Upcoming Deadlines and Events

October 10: Mid-term

October 11-12: Fall Break

October 15: Launch of VPAA search

October 22: Budget Advisory Meeting, 2 pm Rothwell 456

*union fee coming up which is supported by the students.*

***Action: Fees and budget priorities due to Pat October 15<sup>th</sup>. A meeting with the Budget Office to discuss how fees are collected and distributed will be set within the next couples of weeks.***

III. Start-up funds reports

*Dr. Bridgmon asked the Deans if they required any reports from faculty who received startup funds. The Deans indicated they do some kind of follow-up with the faculty who received funds. Dr. Cezeaux recommended a set of guidelines that would be followed by all faculty regarding startup funds; what the funds can and can't be used for.*

IV. Ken Wester – Akindi

*Akindi is a product that would replace Scantrons. The software would input the course information for the test, a printed scantron would still be needed, this software talks to Blackboard. Ken indicated he would do additional investigation into a demo and pricing. Discussion centered on costs, paper is still needed, and the printing would fall on the student or the faculty member.*

V. Student Success

a. Retention and graduation rates

*Graduation rates related to the Strategic Plan goal was 28% and ATU finished at 35.6%. The six year retention goal was 38.6% and ATU is at 40.7%. Even though ATU is ahead of the goal, we are still below the state and national average. Student Success is working with departments and colleges to better assist their specific student populations.*

b. C-Campis Grant

*This is a \$720,000 grant from the US Department of Education is awarded over four years. The money pays for childcare for students who qualify based on financial need. The only cost associated is to hire a director.*

VI. Intra-divisional cooperation

*Dr. Bridgmon expressed cooperation with other offices. Attention to detail is key. Please have your staff reach out to offices if they need individualized training on processes.*

VII. Wyatt Watson – Course/Instructor Evaluation Procedure

*All courses will be evaluated unless the Dean or higher administration notifies IR before the course evaluation period starts. The Registrar's Office*

*indicated they will update their processes and remove “E” for evaluation when courses are entered. \*Handout on internal documents website.\**

#### VIII. Roundtable

*Ken Wester encouraged everyone to participate in the branding study. Sessions will be held October 24<sup>th</sup> and 26<sup>th</sup> with 50 seats per session.*

*Dr. Jenkins reported that during the first week of food recovery, 614 lbs of food was delivered to local food pantries. There were 35 new customers who came to the Green and Gold Cupboard in September. She wanted to thank all those who participated in the hygiene drive that was promoted by the staff.*

*Dr. Warnick announced Dr. Hanna Norton will be the Assistant Director of CETL while Dr. Lasey prepares for Governor’s School.*

*November 1<sup>st</sup> will be a retreat for EC and direct reports at Ozark. Transportation will be available in the RPL parking lot. The bus will leave campus approximately 8 am and return by 5 pm.*