

**Academic Affairs**

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Deans' Meeting Agenda  
Tuesday, January 22 at 1:00pm  
Academic Affairs

- I. Sandy Cheffer – CWS  
**Action:** Please have all CWS funds allocated by February 1<sup>st</sup>. If there are funds remaining, the Budget Office will reallocate funds to other departments. If you know you will not be using your funds, please let the Budget Office know asap.
- II. Compensation for Faculty from Grants  
*It is important when writing grants that they say exactly what is to be done. Some granting agencies have specific rules on how grant funds are expended. Please keep in mind, how a grant is written, is how it will be expended. I.E., funds for a faculty member can't be spent on an adjunct to cover a course.*
- III. Annual Evaluation Format/P&T  
*Digital format will be requested for peer review. Academic Affairs will also ask for digital format when asking faculty to submit portfolios for Excellence Awards.*  
  
*The group agreed the overall feeling toward the digital format of P&T portfolios was well received. Ease and access to those who needed to review the material was simpler. File size issues and formal format was also discussed.*  
**Action:** Dr. Bridgmon will share with the Deans feedback he has received regarding the digital submission format for P&T portfolios.
- IV. Dr. Toms – Salary Comparison Group  
*Dr. Toms shared data received by NCHEMS based on qualities the Salary Comparison Group marked as important for our study. The Salary Comparison Group plans to recommend a national median using a regional multiplier.*  
**Action:** Please review the handout from Dr. Toms and let her know your thoughts and suggestions about the comparison group.

Upcoming Deadlines and Events:

January 22: Excellence Award nominations being emailed today; due February 8  
January 23: Budget Advisory (Priorities Presentation), Rothwell 456 2 pm  
January 24: Time Out for Tech, Across Campus 9 am – 3 pm  
January 29: President's Communication Meeting, West Dining Room 3:30 pm  
February 1: Budget Advisory, Rothwell 456 1 pm

- V. HLC
  - a. Faculty Credentials Policy
  - b. Intellectual Property Policy
  - c. Certifying online teaching

*Will be discussed at a future meeting.*

- VI. Scheduling Efficiency

**Action:** *Dr. Bridgmon will share 11<sup>th</sup> class day data, adjuncts vs. overloads, and multi-section enrollment information.*

- VII. Update Grade Appeal Policy

*Dr. Cezeaux is heading the effort. Plans to get with Dr. Moody and Faculty Senate regarding the Academic Integrity policy.*

- VIII. Student Success

*Enrollment is up 1.28% for freshman fall to spring and the goal is to maintain.*

- IX. Graduate College Update

*Will be discussed at a future meeting.*

- X. Commencement Changes

*Discussion has included the use of a reader which would allow more participation for the Dean during graduation.*

- XI. Roundtable

*Annual faculty evaluations are due to AA April 15<sup>th</sup>.*

*Dr. Aulgur and the College of eTech will host informational meetings for deans and department heads Wednesday, January 30<sup>th</sup> at 3 pm or Thursday, January 31<sup>st</sup> at 4 pm in RPL 300.*

*SouthArk MOU will launch February 1<sup>st</sup>. They show 2+2 interest in the areas of EAS, Education and Business.*