

**Dean's Council
November 4, 2019
Academic Affairs
1:00 – 3:00 pm**

Credit Hour Policy

Dr. Robertson provided feedback. Adopt what Dr. Aulgur sent. Dr. Cezeaux shared a copy of a course audit sheet from another university to use, how to track non-standard courses. Definition of a credit hour CSU. Dr. Robertson will draft a version for the Deans to finalize and have to Dr. Johnson by next week for Faculty Senate's meeting. Once approved, it will need to go before Faculty Senate for approval. Plan to have on December Board agenda. **Action: Dr. Robertson will have a draft version available to Dr. Johnson for the Faculty Senate meeting.**

Qualified Credential Policy

Dr. Johnson opened the discussion of minimum qualifications for faculty. A verification form will be created to accompany this policy and will be applied to all faculty hired. These forms will be uploaded into Weave. Dr. Jamie Stacy will share this information with the Department Heads council at their next meeting.

Community College Collaborative Efforts – Dr. Aulgur

Dr. Aulgur shared a handout of existing MOUs in the Academic Affairs repository. Dr. Aulgur is still reviewing and will send out to Deans as they relate. Some are dated and will need to be reviewed annually. Please let Dr. Aulgur know if there are other MOUs that are not listed here. Black River Technical College and North Arkansas College are high priority. **Action: Andrea make a link on the Deans Internal page. Please let Academic Affairs know if you are working on any MOUs.**

Winter Intersession Course Offerings – Dr. Johnson

Offering about the same as we have in the past. Winter Intersession generates about 300 SSCH. Please encourage students to enroll in these courses when possible.

K-12 Summer Bridge Program

No discussion.

Program Curriculum Committees

Dr. Susan Underwood is addressing course quality and vetting process in preparation for HLC. Dr. Aulgur will share key liabilities in the online space.

Action: Pat will send out the four bullets to let the Deans reword or revise. Some may need to be added for online purposes.

MOUs – Centralized Process

Working to centralize the process.

New Faculty Handbook changes and Graduate Faculty Load Credit – Dr. Robertson

No discussion.

Hiring Guidelines – Dr. Johnson

Pat sent to the Deans on Friday. Deans appreciated the guidelines in writing and examples provided. Process for hiring; position review committee, provide justification of the position. Form will need to be complete, committee meet, and then approved to be posted. All staff positions are required to go through this review.

Share Strategic Funding information from BAC.

November 13th Strategic Planning meeting will discuss leadership styles, distributed leadership, checking understanding, and communication efforts. Stay with division to discuss strategic priorities. There will be a 30-minute HLC presentation. Please stay after the meeting to debrief.

Please do not encourage students to only pay down their balances to \$500.

Flexibility with new department heads. Allow them some leeway for them to conduct their business to get settled.