

Academic Affairs

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Deans' Council Agenda
Tuesday, December 4 at 1:00pm
Rothwell 456

I. Student Success – Dr. Jason Warnick

Dr. Warnick complimented the group for their advising efforts. As of the morning of December 4th, the campus has registered 83% of students compared to spring 2018 numbers. Dr. Warnick would like to continue talks about how to be more efficient when reaching out to students. Dr. Warnick and some of the Deans use Mongoose; MARCOMM will be using targeted advertisements in the spring via social media. Dr. Warnick and Wyatt will be working together to create a dashboard from the spreadsheet that is sent out to the deans. Dr. Cezeaux asked what the number of holds were this year versus last year.

Dr. Bridgmon asked Dr. Toms to speak about her college and how she handles the advising load since her college was above 100%. Dr. Toms indicated she constantly sends information to her department heads and faculty to get students to register. The faculty hold advising sessions prior to registration opening and that allows the students more time with the advisor. Faculty members are reaching out on their own to contact the students.

II. Graduation Appeals

There have been a few instances over the course of the semester of students realizing they will not be able to graduate on time for one reason or another. Dr. Bridgmon extended his support for recommendations made by the department and college.

Upcoming Deadlines and Events

December 5: Ugly Sweater Party, Baz Tech 2-3:30 pm

December 10: Academic Affairs Dinner; Lake Point Hickory Lodge, appetizers 5:30 pm, dinner 6 pm

December 13: Board of Trustees meeting, 1 pm

December 14: Graduation Walkthrough, Tucker Coliseum 2 pm

December 14: Graduate Commencement, Tucker Coliseum 7 pm

December 15: Business, Education, EAS, NHS 10 am; AH, eTech, Associate and certificates 2 pm Tucker Coliseum

December 18: Dean's Lunch, Pasta Grill, 1 pm

Degree audits are due a year before the student plans to graduate. The Registrar's Office acts as a double check for the student to make sure they are enrolled properly. When a student applies for graduation, an email is sent to the advisor to prompt them to complete a degree audit. Some audits are not being submitted in a timely manner and students are suffering.

Advising as part of Teaching requirements will be an ongoing conversation including thoughts from the President.

III. Grade Appeal Policy

Dr. Bridgmon asked Dr. Cezeaux to chair the grade appeal committee. Dr. Blanks, Chair of the Department Heads Council, will recommend a couple of department heads for the committee; Dr. Bridgmon will talk with Faculty Senate to get their input and a recommendation for representation for the committee. Dr. Robertson send the group a draft of the graduate grade appeal policy, which could be the framework for undergraduate appeals policy.

IV. Roundtable

Intellectual Property – Dr. Woods brought up concerns regarding the draft of the Intellectual Property Policy:

- a. Traditionally Scholarly Products*
- b. Online Courses – produced via eTech, two-year claim*
- c. Sponsored Project Agreement – when is this supposed to be completed?*
- d. Who is on the URC? Need defined committee membership.*
- e. Percentages currently say 50/50. This percentage looks like the University contributed just as much as the originator. The percentage for the originator should be credited a greater amount.*

Additional comments included making sure the University is not out of compliance with software packages; SPUI controls should be limited.

Dr. Robertson inquired about fluctuating GA pay. Wages were established when the University was required to prove pay for GAs met the minimum wage requirement. GAs are paid based on working 20 hours per week, five days per week, at a daily rate of \$34. Some months have more working days than others and this creates the monthly pay fluctuation. Some discussion supported interest in a flat rate of pay per month.