



Deans Meeting
Academic Affairs
Monday, August 28 at 3:00pm

Academic Affairs

Administration Room 200
1509 North Boulder Avenue
Russellville, Arkansas 72801

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- I. Promotion eligibility
Discussion: Non-tenure track faculty (not designated as “visiting”) will be considered “regular” faculty for purposes of promotion ([see memo](#)). Resends memo from 1995.
- II. Dr. Bowen
Discussion: Dr. Bowen discussed free speech, official statements on current events, relations with the Board and legislature, the role of advisory boards, importance of Deans’ attendance at President’s Communication Committee meetings, and filling executive positions.
- III. Advisory boards
Distributed examples of advisory board by laws.
- IV. Sustainable energy stackable degree
Action: Deans discuss opportunities for a sustainable energy stackable degree; likely interdisciplinary, and bring ideas to next Deans meeting.
- V. Low enrollment classes/Banking
Discussion: Departments need to be efficient in faculty loads/scheduling; low enrollment needs to be addressed with Dean.
Action: Dr. Gunter will bring a draft of discussion points to go through as a group.
- VI. Enrollment ideas for spring 2018
- VII. Timely feedback to students
Discussion: Pat sent email reminding faculty to grade in timely manner, shouldn’t have outdated syllabus – students should know at beginning of course how they’ll be evaluated.
Action: Deans talk to Department Heads about strongly considering/emphasizing this in annual faculty evaluations.
- VIII. Adjunct Academy – deadline/requirement?
Discussion: October 1 will be the initial deadline for completion of the course by the adjunct faculty.
Action: Academic Affairs will send an email to the adjuncts (including staff teaching as adjuncts) for the fall semester outlining the course and giving October 1 as a completion date.

IX. Mandatory reporter training

Discussion: Pat reminded the deans of the Act requiring this training, particularly for students in specific majors.

Action: The Deans will check with their departments to ensure that this training is being incorporated in the current curricula and will report back at the next meeting.

X. Roundtable

Upcoming Deadlines and Events:

August 29 – Last day to add class/drop at 100% reduction

September 8 – Interdisciplinary Research Series