

Dean's Council Notes  
February 9, 2005

Stuart Bonnington reported that the committee he chaired (with Mike Gotcher and Carlette Hardin) created a Curriculum change process flow-chart.. The committee felt there was a lack of communication in the process; there were problems with the way information was flowing. Instead of people getting stacks of paper, have more electronic posting on change requests and better control to make sure changes related to the teacher's education program were communicated better.

Harriet McQueen brought forward a proposal requesting students with two DSP deficiency be admitted to APSU as "undeclared" majors and be advised by DSP faculty. Students with these deficiencies would be able to declare their majors only after successfully completing their DSP courses. She reported a statistic that only 30% of students with DSP deficiency from 2003 came back to APSU in 2004. We had lost 70% of these students. Harriet believes that better advising can assist with these students. A list of courses that have no DSP pre-requisites was provided so DSP deficient students could take their two DSP courses, the APSU 1000 course and one other course their first semester. The APSU 1000 course would provide guidance in career planning and be more efficient than having DSP declare a major in the beginning of their academic career.

Houston Davis talked about the DSP reorganization proposal committee. The committee struck several items in the proposal which were not in the committee's charge; those items dealing with delivery method. The delivery method is not in question; just the location of services.

Bruce Speck reminded the Deans about the summer school policy. Faculty, per policy, will be paid based on TLC. The floors for classes to make are still 15, 10, and 7 students. Pay will still be calculated at the 1/32<sup>nd</sup> method.

Deborah Fetch presented the Dean's budget priority requests.

February is National Financial Aid Awareness month and in regard to financial aid, Bruce Speck mentioned that the VA in Atlanta has a backlog of 33,000 applications. Apparently, students who get a hold of staff at the VA who have monitoring screens, are being told "we do not have your application, your school has not submitted it" even though the application is in the backlog.

Jim Diehr brought forward a proposal to create a document to be used when an incomplete grade is assigned. The new form would include a detailed description of work that must be completed by the student. Also includes a description of maximum time limits to complete the work.

He also brought forward a proposal on the title and assignment responsibilities of sub-unit coordinators within departments. Only the chair supervises faculty, the coordinator has no formal authority over faculty). The academic coordinator would be called

“director” only when required for accreditation. Academic coordinators are used to identify faculty who have been assigned by a department chair or director of a school to specific duties within the department, program, school or other academic unit.

He also brought forward some additions to APSU Policy #5:0060 (Policy on Academic Tenure). One was to clarify in Section II: 2-a . To add before the last sentence:

The at large members of the tenure/retention committee shall be a voting member of that committee and shall not vote for members of their department.

That section II:3-a have added

Should an entire committee vote to abstain; that action will be considered neither a positive or negative vote. The presiding officer of the committee will write the report and the dossier is moved forward to the next level.

That section II Definitions have added

E. Any faculty member who chooses not to submit a dossier for review by the appropriate tenure/retention committee shall, by that act, be considered in breach of contract and their employment shall terminate as of the end of the academic year in which they do not submit their dossier.

The Dean’s council supported these changes and the policy goes before the Presidents council.

The Dean’s council approved all the past Dean’s council minutes as presented by Tammy Delvendahl. She still has a few more left for 2005.