

Dean's Council
September 8, 2004

Martin Golson from Academic Support Center visited and passed out information on what types of services the Center provides. He said that due to a "shoestring" budget, they were only offering Writing Lab support for 12 hours a week. Various time periods are available Monday-Friday. The Center provides 210 hours in Peer tutoring and 6 hours in Supplemental Instruction. Historic usage from Fall 2003 was 264 students and Spring 2004 was 283 students.

Mitch Robinson and others spoke about the need for better Property Loss control. This includes better department level inventory control. Perhaps standardized equipment checkouts form? Property safety is more than cameras watching areas; it is also keeping property locked away and knowing where items are.

Sheila Boone spoke about the upcoming Phonathon. It will be from Oct 4 to Oct 28. Alumni Affairs would like students, faculty, staff, and retired faculty to participate. Verizon will be providing cell phones for use by faculty who would like to make calls from home and calling cards are available if faculty would like to make calls from their offices. The fundraising can assist with scholarships and/or with department funding needs. Sheila's extension is 1279.

Deborah Fetch reported that the Woodward Library now has access to at least 9000 full-text electronic journals.

Charles Pinder (Dean of Graduate Studies) is now in charge of the IRB.

There is a question about who can add more seats to a closed class. Officially it is only the department chair that can authorize this. As the University enforces class size to be no larger than fire code allows for any particular room, this squeezing another student or two into a closed class could have dire impact. Perhaps set class size to the fire code capacity? This way classes that can fit 46 students can have 46 students and rooms that only allow 30 students have a cap of 30 students.

Thomas Buttery (Dean of Professional Programs and Social Sciences) is working on problems with the bookstore. One specific area is the adoption process.