

MINUTES
Academic Council
December 17, 2013

The Academic Council met on Tuesday, December 17, 2013 at 8:30 a.m. in the President's Conference Room, Sheridan Hall 306.

Members present: Mark Bannister, Jeff Briggs, Chris Crawford, Paul Faber, Dennis King, Robert Scott, and Jerry Spotswood (for Tim Crowley)

1. 30-Year Award

Action: Dr. Crawford presented Paul Faber with his 30-year award.

2. Princeton Review

Action: For about the last five years, we have co-sponsored an event at Metro State, and they have averaged 30-60 graduate students coming to their campus for practice testing. This has been a successful recruiting tool for the College of Business and Entrepreneurship at FHSU.

Princeton Review can coordinate a practice test event on our campus for the SAT, ACT and GMAT. The practice tests are computer-based, just like the actual tests. There is a "math boot camp" test as well which is done before the practice tests. If we can schedule 25 students on campus, then a Princeton employee will actually come to our campus. If we do not have at least 25 students, then everything would be done virtually. The closest test sites are in Kansas City and Boulder, Colorado, so this could be an excellent marketing and recruitment tool for our graduate programs. It would also be a great benefit for students seeking SAT and ACT prep. The FHSU Honor Society is interested in pursuing this on our campus.

Dennis sent the proposal to all the members. Dr. Bannister said the COBE is supportive of this initiative. **Please review the proposal, and we will discuss it further at the next Academic Council meeting.**

3. Deans' Evaluation and Provost's Evaluation

Action: The Faculty Senate has been working on an evaluation instrument for deans. The members made suggestions for changes to the instrument. Dr. Crawford will incorporate those into the document and will bring that back to the Council. He will also draft an evaluation instrument for the provost and will bring that back to the Council as well. His intent is that the provost evaluation would be conducted the same year as the deans' evaluations.

4. Eduventures/Hanover Research

Action: It is time to renew our membership with Hanover Research. Dr. Hammond wants to put together a priority list of questions together early in the calendar year. Hanover is geared more toward on campus operations, and Eduventures is geared more toward market research and operations. **Dr. Crawford asked each of the members to develop a question for each group and bring those back to the next Academic Council meeting.**

5. Student Labor

Action: Dr. Crawford distributed student labor data. He asked the deans to review the data and then we need to discuss the areas where we need to transfer dollars. **We will discuss this at the next Academic Council meeting.**

6. Strategy for Virtual College Expansion Positions

Action: Dr. Hammond wants to expand Virtual College offerings. We can use these positions to increase quality and consistency. Six sections of English Composition for a faculty member is too many sections. Some departments have too many adjuncts. **We need to discuss this further at the next Academic Council meeting and then schedule a meeting with President Hammond.**

7. Faculty Attendance at Commencement

Action: Dr. Crawford distributed the listing of the faculty who participated in last year's commencement. He asked the deans to consider ways to get better faculty participation and to discuss this with the chairs. Adjunct faculty will be invited to march in the ceremony this spring.

8. Policy on Virtual College Overloads for Non-Teaching Personnel

Action: Dr. Hammond has asked that a policy be drafted for non-teaching personnel for both pay and the number of overloads they are allowed to teach. Dr. Crawford is trying to hold the line on faculty teaching no more than 2 overloads (6 cr. hrs.) during a semester. **He will draft a policy and will bring that back to the next Academic Council meeting.**

9. List of Minors, Certificates and Areas of Emphasis

Action: The Department of Geosciences called the Provost's Office after the listing was printed and said that the Museum certificate needs to be added. They have currently been offering courses under generic numbers, but the specific course approvals have been submitted and are working their way through the approval process.

10. Miscellaneous Course Fees – Survey Results

Action: Dr. Hammond and Mike Barnett are interested to know how many of these fees went through the proper approval process. Dr. Crawford asked the deans to review the listing.

11. Waiting List for Virtual Colleges Classes – Spring 2014

Action: Dennis King reported that there is still a need for English Composition and World Geography courses for spring. Dr. Faber indicated they have been unable to find additional instructors.

12. Blackboard

Action: If we sign the new agreement with Blackboard by the end of the week, by January 1, Blackboard will have additional features. Video conferencing from the desktop will be available. Faculty will also be able to create "communities" for those who host societies and groups through Blackboard. We should be able to save about \$200,000 and this will eventually lighten the load for the CTC staff in the future.

The meeting was adjourned at 10:40 am.