

**Council of Academic Deans Meeting
December 3, 2019**

Summary and Action Items

1. **Commuting Distance and Shared Governance** – Dr. Debbie Thorne distributed a draft statement that will be included in AA/PPS 04.01.20, Faculty Responsibilities, Definitions and Titles, which includes a statement regarding expectations for faculty members’ active participation in shared governance. This policy will be circulated for review.
2. **Faculty Development Leaves** – Dr. Bourgeois asked the deans to forward any comments/concerns to him regarding Faculty Development Leaves for their respective colleges.
3. **Undergraduate Admissions Report** – Mr. Gary Ray provided the Council with the undergraduate admissions report.
4. **Graduate Admissions Report** – Dr. Sandy Rao provided the Council with the graduate admissions report.