

**Council of Academic Deans
August 7, 2007**

Summary and Action Items

- **PPS 2.07: Short Courses (Final Approval):** Final revisions were discussed. PPS was approved.
- **RRHEC – Faculty Travel Stipends:** Paying stipends to cover travel expenses for faculty teaching at the RRHEC as proposed by Dr. Edna Rehbein was approved.
- **120-Hour Policy Discussion (RTA from 4/3/07 agenda):** Dr. Debbie Thorne distributed the original “120 Hour Policy” memo (sent to the Deans in April) as a reminder that the process for determining how future degree requirements will satisfy the 120 hour policy is due by October 1, 2007. Deans may submit the information as they have it prepared.
- **Change the Master of Arts and Master of Education major in Educational Administration to a major in Education and Community Leadership:** The request was approved.
- **Commencement:** Dr. Thorne reminded the Deans of the practice session to be held on Thursday at 3:30. The chart showing the candidate count was distributed.
- **SACS:** Dr. Cathy Fleuriet announced that she will be sending a memo to the Deans explaining the process to update the 2009 plan and how to show the new 2012 goals. Dr. Gene Bourgeois reminded the Deans of the terminal degrees of new hires to make sure they meet the SACS guidelines.
- **Signature Authority:** The memo from Mr. Bill Fly and current list of the personnel who have delegated authority to commit the university was distributed. The Deans will review the lists and submit any changes or corrections to Ms. Debra Heinsohn by August 24, 2007.

Off-Agenda

- **Curriculum Processes:** Dr. Moore distributed a memo to the council requesting that Dr. Thorne is aware of and involved in all curriculum planning. Dr. Thorne is responsible for addressing strategic questions and macro-level concerns of the curriculum planning, revision, and development.
- Dr. Bourgeois stated that the new Research M&O accounts will be set-up to track research expenditures in academic departments.