

**Council of Academic Deans Meeting
November 4, 2008**

Summary and Action Items

• **Proposal to Revise Length of Final Examinations:** Dr. Michael Heintze presented a proposal to change the fall and spring exam times from 2 ½ hours to 2 hours. Dr. Heintze noted that it is becoming increasingly difficult to find sufficient time slots to accommodate our final examinations. This change would create one additional final examination period each day during finals. Several Deans supported this change while others expressed that a shorter exam time does not allow for comprehensive finals.

He noted that the summer exam time is currently 2 hours. Discussion was held to have the length for final exams the same for all semesters.

The Deans will discuss this topic with their college councils. This item will be discussed again at a future CAD meeting.

• **PPS 7.02: Faculty Hiring (Final Approval):** Dr. Gene Bourgeois reviewed the significant proposed changes to PPS 7.02 including:

Section 23, b. ii - Addition of the statement that an applicant is notified if their file is complete or incomplete only if the applicant specifically asks for this status.

Section 34 – A separate policy will be written for international faculty.

Section 54 – This section was updated to include the new SACS credential guidelines for faculty.

The revised PPS 7.02 was approved by CAD.

• **PPS 8.11: Performance Evaluation of Non-Continuing Adjunct Faculty (Final Approval):** Dr. Bourgeois stated that PPS 8.11 is a new policy for non-continuing adjunct faculty. PPS 8.09 covers continued faculty evaluations. PPS 8.11 was approved by CAD.

• **SACS Student Learning Outcomes:** Dr. Cathy Fleuriet stated that the revised student learning outcomes look very good. She reminded the Deans to make sure that 1) the expectations/targets are included in the outcomes, 2) that data is collected as stated in the outcomes and 3) that assessment of correspondence courses are completed.

Dr. Bourgeois announced that the Faculty Roster is currently being reviewed by Faculty Records and will be sent to the Deans soon. He noted that dates must be included for professional experience in the justification for faculty with less than a terminal degree.

- **Student Fee Hearing:** Dr. Moore briefed the Deans on the student fee hearing held last week. The proposed \$12 tuition increase would generate \$8.7 million with \$1.7 million set aside for financial aid. The remaining \$7 million would be used for new faculty resources to improve the student faculty ratio.

Additional fee increases included an increase in the Student Center fee from \$60 to \$64 per semester and an increase in the Library Fee of \$2 per credit hour.

Off-Agenda

- **Dean of Students:** Dr. Ron Brown announced that the candidates for the Associate Vice President for Student Affairs/Dean of Students position will be on campus soon. Agendas will be published listing the general sessions.
- **M&O:** Dr. Bourgeois announced that the FY 2009 M&O Allocations will be finalized next week.
- **Research Expenditures:** Dr. Bill Covington announced that there was a large increase in total research expenditures for the past year and that the increase in restricted research reflects the efforts of many individuals on campus.
- **Bobcat Days:** Dr. Michael Heintze distributed a floor plan of third floor of the Student Center showing the revised logistic changes for the colleges during Bobcat Days. He suggested we try this revised plan for one semester.