

**Council of Academic Deans Meeting  
November 27, 2007**

**Summary and Action Items**

- **Update from University Advancement:** Ms. Becky Prince and Mr. Ted McKinnon distributed reports by colleges showing the number of visits made by the major gift officers. Discussion was held regarding how the Deans will be involved in the development process and how communication efforts can be improved.

Dr. Moore discussed the need to change the currently used title Development Officer for those staff positions in the Dean's offices assisting in encouraging alumni support and working with the college advisory boards. The title of Assistant to the Dean for Outreach was discussed and approved by the Council. A committee of Dr. Richard Cheatham (Chair), Dr. Denise Smart and Dr. Ann Marie Ellis will prepare a generic GOJA for this title.

- Advisory Boards: Dr. Denise Smart distributed documents presenting the Advisory Board structure in the McCoy College of Business Administration.

Dr. Moore would like to discuss at a future CAD meeting the level of participation that departments are involved with Advisory Boards.

- **Class Schedule:** RTA to next CAD meeting.
- **Wireless Phones:** Dr. Moore announced that eligible and approved faculty and staff will receive an allowance for use of personal owned wireless cellular services, including cell phones, for business purposes. The allowance will be paid through the University's payroll system as additional compensation. More information will be sent soon. The allowance will be considered as income.

**Off Agenda:**

- **Distinguished Professor Emeritus Nominations:** Dr. Bourgeois announced that the following nominees have been received for the Distinguished Professor Emeritus title:

Dr. John Beck, Educational Administration and Psychological Services

Dr. Lydia Blanchard, English

Dr. Daniel Hannon, Theatre and Dance

Dr. Michael McBride, Journalism and Mass Communication

The nomination packets are available for review in Faculty Records until December 18, 2007.

- **Criminal Background Checks:** Effective with the Spring 2008 semester, criminal background checks will be conducted on all new full-time faculty hires.