

**-APPROVED-**

**Academic Council Minutes**

**Gold Room – Bibb Graves Hall**

**October 1, 2008**

Present:

Dr. Rebecca Turner, Vice President for Academic and Student Affairs  
Dr. Joe Delap, Associate Vice President for Academic Affairs  
Dr. Tim King, Associate Vice President for Enrollment Management and Student Affairs  
Dr. Frank King, Associate Vice President for Distance Education  
Mr. Vinson Houston, Information Technology  
Dean Bill Carr, College of Graduate Studies & Continuing Education  
Dean Bill Fielding, College of Commerce & Business Administration  
Dr. John Hammett, College of Education and Prof. Studies  
Dr. Phyllis Waits for Dean Sarah Latham, College of Nursing and Health Sciences  
Dean Earl Wade, College of Arts and Sciences  
Ms. Jodi Poe for Dean John-Bauer Graham, Library Services  
Dr. Alicia Simmons, Director, Institutional Research and Assessment  
Dr. Louise Clark, Assoc. Dean, College of Commerce & Business Administration  
Mr. Ralph Burke, Director, JSU-Gadsden  
Ms. Kelly Osterbind, Registrar  
Dr. Brent Cunningham, Faculty Senate President  
Ms. Jennifer Nix, SGA President  
Mr. Joe Whitmore, Director, Special Services

Absent:

Dr. Jay Ketterer, Director, International House and Programs

Guests:

Ms. Patty Hobbs, Director, Public Relations  
Ms. Carey Smouse, Research Assistant, Distance Education

Old Business:

1. Minutes of the September 3, 2008 meeting were approved as amended.

2. Mr. Houston provided a Banner update. No major implementations are going on at present. Degree Verification is being looked into.
3. Dr. Simmons provided an update on fall 2008 registrations and discussed ACHE reporting restrictions on some distance education students and the effect on enrollment numbers.
4. Dr. Carr reported that the ad hoc Summer Terms Committee has met to look at data from other institutions. 81 key dates are being discussed. Credit hour production as a percentage of fall is an issue, as well as number of hours transferred in over the summer. The group will investigate how to keep students here in the summer, aiming for having final recommendation to Dr. Meehan as to next summer's schedule by November 7.

### New Business

1. Dr. Cunningham reported that due to schedule conflicts with some of the upcoming Academic Council meetings, he will have the vice president of the Faculty Senate attend for him. Some issues currently under review by the Senate include posting of class schedules online, textbook adoptions of less than one year in duration, the residence hall construction and stadium expansion and finals scheduling (perhaps moving the entire schedule one day earlier or counting finals as contact hours). Resolutions will be forthcoming. There will also be a recommendation concerning tuition waivers in place of endowed funding for scholarships. IDEA course evaluation system is under review. Prerequisite checking by faculty members is proving burdensome, with a solution to that problem needed in Banner. Dr. Carr pointed out that overrides are high in number, as well. The Senate is also looking into a four-day academic week similar to summer. Dr. Cunningham is also working with Dr. Delap on adding prospective national honors societies not currently represented on campus.
2. Ms. Nix reported that there was no news to report from student government.
3. Guest Patty Hobbs was introduced, and she provided background information about her prior professional experience. She also addressed the positive potential for JSU and requested that information to promote the university be provided to her office from the division. Further, it would be helpful if each department identified one contact person for her office. We are aiming for a seamless events and information system.
4. Dr. Turner called attention to a memorandum from the Controller concerning payroll dates for student workers.

5. Dr. Simmons provided a report on the most recent ACHE meeting. Policy on Scope and Role of institutions is under review (scheduled as a discussion item for the December meeting).
6. Dr. Turner provided the Final Report from the Integrity Committee with further comment from Dr. Cunningham, a member of that committee.
7. Guest Carey Smouse, Distance Education, provided survey results and cursory review of literature concerning honor codes and related policies at peer institutions. In general, faculty and staff are not required to sign an acknowledgement of honor codes and policies, whereas some institutions do have such a requirement. Dr. Turner appointed an ad hoc committee to study Academic Integrity and related issues, consisting of Dr. Cunningham, Ms. Smouse, Ms. Jodi Poe, Dr. Frank King and Dr. Tim King.
8. Dr. Turner called attention to the Tuition Assistance Policy, I:03:02, Policies and Procedures. Changes are to go into effect fall 2009, rewarding employees and dependents for good grades, on a graded scale.
9. Dr. Turner pointed out that the location of the next Board of Trustees meeting will be the Little River Canyon Center. Academic Council members are expected to attend.

### Announcements

Dr. Turner announced Ms. Jodi Poe's new position as the Library's Head of Technical Services and Dr. John Hammett's appointment as Dean, CEPS.

Dr. Simmons announced that the *Momentum* newsletter will be out soon. NSSE results are now available on the Tableau server. She expressed thanks to colleges for help with the IDEA survey. Faculty will get more information via email about the survey. Dr. Turner asked if any courses should or would be excluded from IDEA. If so, then those should be communicated to Dr. Simmons. Program review is going well.

Ms. Osterbind provided copies of the spring 2009 schedule of classes.

Dr. Waits announced that Dr. Latham would return to work on Monday.

Dr. Tim King reminded everyone of the Homecoming Pageant in the evening. A reorganization of the unit is under way.

Respectfully submitted by Joe Delap, AVPAA