

Council of Academic Deans

Minutes

January 18, 2024

10:30 am, AD 324

Members Present: Andi Kent, Andrzej Wierzbicki (A&S), John Usher (ENG), Lorene Flanders (LIB), Heather Hall (NURS), Susan Gordon-Hickey (CAHP), Harold Pardue (GRAD), Michael Capella (MCOB), Todd Andel (SOC), Doug Marshall (HON), Rick Carter (GLOBAL), Angela Barlow (CEPS), Emily Wilson (COM)

Guest(s): Charles Guest, Ashley Suggs, Lisa LaCross, Mathew Cox, Donna Streeter

1. Minutes of the December 6, 2023 meeting were approved with the following edit:
 4. Laptop Policy and ILC Updates – Dr. S. Raj Chaudhury presented the updates to the laptop policy and opened discussion on a potential AI workgroup to address AI best practices for **beyond** instruction and learning.
2. Enrollment Building Priorities by College/Department – Mathew Cox reviewed his plan for working with colleges on enrollment plans. Dr. Kent reminded deans to work with Mathew to reach out to faculty in their respective colleges who have volunteered to participate in contacting prospective students.
3. Artificial Intelligence Committee - Dr. Kent discussed the newly formed AI Committee that will be chaired by Dr. Todd Andel. The committee will have representatives from both the University general division as well as USA Health.
4. Boys and Girls Club – Dr. Kent discussed the recent meeting with the Boys and Girls Club and their partnership requests for University participation in projects beyond single campaigns. Contact information for the Boys and Girls Club representatives will be emailed to all deans and AVPs.
5. Recommended Computer Specs for USAonline – Dr. Lisa LaCross gave an overview of the draft computer specifications and asked for feedback from the colleges. All feedback received will be incorporated into a new draft to be presented to the deans at a later date.
6. Other - Dr. Pardue will be reaching out to colleges to discuss how AI is affecting Academic Misconduct. Dr. Kent announced that we have kicked off the VP of Research and Economic Development search and that an announcement to the public will be made on January 19th naming Major Applewhite as the new head coach of the football program.

Council of Academic Deans

Minutes

January 31, 2024

9:00 am, AD 324

Members Present: Andi Kent, Andrzej Wierzbicki (A&S), John Usher (ENG), Lorene Flanders (LIB), Heather Hall (NURS), Susan Gordon-Hickey (CAHP), Harold Pardue (GRAD), Michael Capella (MCOB), Todd Andel (SOC), Doug Marshall (HON), Rick Carter (GLOBAL), Angela Barlow (CEPS), Emily Wilson (COM)

Guest(s): Charles Guest, Chris Hansen, Dusty Layton, John Elliott

1. Minutes of the January 18, 2024 meeting were approved.
2. COI Disclosure & EPA Questions – Chris Hansen presented the revised Conflict of Interest disclosure policy and detailed the new features of the COI system. A red lined version of the policy will be distributed to the deans for review. If there are no additional changes, the policy edits will move forward for approval.
3. Priority Registration for Honors Students - Dr. Doug Marshall opened a discussion to review options for allowing priority registration for Honors students. Dr. Marshall will submit a proposal for review and feedback by the deans.
4. Annual Report - Dr. Andi Kent discussed the plan to continue the annual President's Report, launched last year. The requests to the colleges for President's Report data will also be used for dean's annual evaluations and SACSCOC reporting.
5. Other - Dr. John Smith will speak at both ceremonies during the Spring 2024 Commencement on May 4, 2024.

Council of Academic Deans

Minutes

February 27, 2024

9:00 am, AD 130

Members Present: Andi Kent, Andrzej Wierzbicki (A&S), John Usher (ENG), Lorene Flanders (LIB), Heather Hall (NURS), Susan Gordon-Hickey (CAHP), Harold Pardue (GRAD), Michael Capella (MCOB), Todd Andel (SOC), Doug Marshall (HON), Rick Carter (GLOBAL), Angela Barlow (CEPS), Emily Wilson (COM)

Guest(s): Charles Guest, Ashley Suggs, Mathew Cox, Phil Fishel, Bobbie Hancock, Angela Coleman, Mike Mitchell, Chris Cleveland, S. Raj Chaudhury, Bri Ard, Peter Susman

1. Minutes of the January 31, 2024 meeting were approved as written.
2. Spring 2024 Textbook Update – Chris Cleveland announced that JagPak (First Day Complete) will launch Fall 2024 at a cost of \$22 per credit hour. A webpage is under construction that will provide more information to faculty and students. Dr. Cleveland also informed deans that the bookstore will be under renovations during the summer semester.
3. Software Update – Ashley Suggs announced that the Faculty Gradebook will be updated to the Banner 9 platform. It is expected to be ready for use for Spring 2025.
4. Visitor Parking – Peter Susman reviewed the new process for visitor parking on campus which will give more control to the individual colleges and departments. Each area will designate a parking custodian who will manage all visitor parking requests for their department in DocRoute. Colleges and departments should notify Mr. Susman of their designee by April 1st.
5. Fulbright Opportunities – Bri Ard gave an update on our current Fulbright program participation and discussed ways to encourage more participation from faculty and students. Deans were asked to submit names of representatives from their colleges to serve on a newly formed Fulbright Committee that will be appointed by Dr. Kent.
6. Council of Academic Leaders – Dr. Andi Kent announced the new name for the full group council as the Council of Academic Leaders (CAL). This group will continue to meet every 4 weeks alternating with the Council of Academic Deans.
7. Other -
 - a. Dr. Kent: Data required for the annual evaluations will mirror the data for the annual report. That request will go out to the Council of Academic Leaders and the President's Council soon.
 - b. Dr. Emily Wilson: The new Healthcare Leadership Certificate Program has kicked off in the College of Medicine.
 - c. Dr. S. Raj Chaudhury: If you haven't already, please submit the minimum computer specifications for your college as soon as possible.

Council of Academic Deans

Minutes

March 13, 2024

9:00 am, AD 130

Members Present: Andi Kent, Andrzej Wierzbicki (A&S), John Usher (ENG), Lorene Flanders (LIB), Heather Hall (NURS), Susan Gordon-Hickey (CAHP), Harold Pardue (GRAD), Michael Capella (MCOB), Todd Andel (SOC), Doug Marshall (HON), Rick Carter (GLOBAL), Angela Barlow (CEPS), Emily Wilson (COM)

Guest(s): Charles Guest, Ashley Suggs, Angela Coleman, Kathy Friedrich, Denise Robb, Charles Erwin

1. Minutes of the February 27, 2024 meeting were approved as written.
2. Assessment – Dr. Angela Coleman introduced Kathy Friedrich who reviewed the new process for assessments in Watermark.
3. Credit for Military Training/Experience – Dr. Charles Erwin discussed the Joint Service Transcript (JST) that is used to transfer in credit for military affiliated students. Dr. Erwin and Ashley Suggs requested permission to speak with the Council of Chairs to determine which credit hours are able to transfer for prospective students using the JST. Dr. Kent will charge a new committee to review the ACE manual and the JST to recommend ways of increasing military student enrollment.
4. International Scholar Scholarship Program – Dr. Rick Carter announced that the Global USA retention/admission plan will go out to all deans with their list of incoming students to be contacted. Denise Robb reviewed the definitions of all categories of international scholars on campus and briefly explained the process for hiring foreign nationals as well as the resources available to assist deans with navigating the process.
5. Other –
 - a) College of Medicine Match Day will be held March 15, 2024
 - b) The Literacy Reimagined Conference held on campus was received well by all visitors.
 - c) A state-wide science and technology fair will be held on campus on March 23, 2024 and all are invited to attend.