

Minutes
Council of Assistant and Associate Deans (CAAD)
January 14, 2015

Attendance: Lisa Lindquist-Dorr, Luoheng Han, Robert Hayes, Roger Sidje, George Daniels, Leroy Hurt, Rebecca Pow, Liza Wilson, Kathy Wetzal, Gregory Singleton, Ken Fridley, John Schmitt, Jacqueline Morgan, Vicki Peebles, Melondie Carter, Rebekah Welch, Thomas C. Wilson, LTC Ken Kemmerly, Lesia Coleman-Linzy, Ivon Foster McGowan, Michael George, Holly Hallmann, Mary Ellen Hanna, Brenda Hunter, Denny Savage, Teresa Wise, Kevin Whitaker, Patty Sobecky, Jennifer Greer

Dr. Whitaker introduced Dr. Jennifer Greer, Associate Provost for Administration. Dr. Greer discussed the smoke-free campus campaign for UA. She explained UA is in the first stage of communicating the policy and adapting to a cultural change on campus. She stated this is the first step of many. Dr. Greer asked for feedback from the council on this campaign. Dr. Melondie Carter said she has heard positive comments that the smoke-free campus is “great, wonderful and it’s about time.” Dr. Greer stated there is about 80% of positive feedback from social media. She has been working with Debbie Lane and the website is up and running with resources, such as Quick Smart. She explained Quick Smart is a program for people to access through the Wellness office to being the process to stop smoking. There is currently one person enrolled in the program. Dr. Greer also reviewed the UA medical benefits that are available to employees. Athletics is also promoting the campaign with signage. Dr. Greer stated she hopes to add signage in parking spaces, stickers on doors, banner in the Ferguson Center, etc. She said there is not a timeline at this point for a tobacco free campus.

Dr. Whitaker asked the committee of any changes to the minutes from the previous meeting. No changes were made and the minutes were approved.

Dr. Kevin Whitaker then introduced Ivon Foster McGowan, Assistant to the Provost for Special Projects and Academic Technology. Dr. McGowan discussed academic continuity and how our campus should respond to a disruption of normal activity. She explained academic continuity does not have to affect the whole campus. A disruption could happen to a couple of buildings. She explained our faculty needs to have exposure to the tools available in an academic continuity situation. She also stated faculty need to conduct a test to teach a course in a continuity measure to become familiar and adapt to teaching in a different way. She urged the deans to imply these actions to their faculty. She explained our campus needs to be in the mindset and start thinking about how to conduct class if the campus is not accessible. Dr. McGowan stressed the situation is not about the technology; UA has the technology such as Blackboard, UA+Box, etc. to perform in this capacity. Overall 78% of courses on campus are uploaded to Blackboard, but are these courses actually being used in Blackboard? Dr. McGowan explained students and faculty need exposure to the technology to use in an academic continuity situation. Her next steps are to start an institutional plan and distribute a follow up survey for faculty readiness.

Dr. Whitaker then introduced Denny Savage from the University Registrar Office to give an update on non-attendance grading. Denny stated OUR has not received any complaints and the new plan seemed to run smoothly last semester. He stated there were 150,000+ grades and 6,800

of those were a grade of F. 75% of those were earned F's. Denny stated the new plan was much clearer for instructors and eliminated confusion. OUR will continue to email students each Friday from midterm to the final grade submitted to remind the student of the F due to non-attendance.

Dr. Whitaker then asked to hear from each task force group and their progress on issues. Academic Second Opportunity task force group should have a policy update for the council to review by the next meeting. Interim Suspension task force group stated they have a policy updated and being reviewed.

Dr. Whitaker then gave a SACS update and stated the college is working on the focus report and preparing for the on-site visit on March 3-5, 2015. He explained this is a long process and after the visit a vote will be taken in December.

Dr. Whitaker then asked the council for new items of business. He stated students can select a preferred first name in Banner, MyBama, etc. If a first name is not designated, the student's legal name will be listed. Robert Hayes stated winter interim needs to be discussed. He stated students are double registering for winter interim and since interim is listed with the spring term, students need permits to add the courses. He also stated distance learning courses need to be revisited for discussion.

The meeting was adjourned by Dr. Whitaker.