

Minutes
Council of Assistant and Associate Deans (CAAD)
February 11, 2015

Attendance: Lisa Lindquist-Dorr, Luoheng Han, Roger Sidje, Dave Heggem, Diane Johnson, George Daniels, Rebecca Pow, Liza Wilson, Kathy Wetzel, Ken Fridley, Andrew Goodliffe, Stuart Usdan, Melondie Carter, Rebekah Welch, Robin Lawson, Kathleen Bolland, Millie Jackson, LTC Ken Kemmerly, Lesia Coleman-Linzy, Bradley Barnes, Holly Hallmann, Mary Ellen Hanna, Brenda Hunter, Denny Savage, Teresa Wise, Ginger Bishop, Lauren Bennett, Zarie Blackburn, Kevin Whitaker, Patty Sobecky

Dr. Patty Sobecky, Associate Provost for Academic Affairs, welcomed the committee. The committee approved minutes from the last meeting. No changes were made.

Dr. Sobecky introduced Denny Savage and Jacob Jones from the University Registrar's Office to present a demo of class section scheduler (CLSS) from course leaf. Denny explained this program will condense all scheduling aspects to one page, instead of several pages that were being used in Banner. The options will be filtered to each department with their specific instructors. Schedulers may also search for an instructor that is not listed on the option pull down menu. Denny explained this program is not going to replace Astra. This program should be very flexible and make scheduling easier. Another aspect of the program is schedulers are able to see all sections of a course at one time. With the visualize tool, schedulers can see how many courses are offered in a specific time frame or prime period. With the framer tool, schedulers can see instructors, cross list sections, courses being taught, etc. All of these functions are available to export to an excel file or pdf file. Denny also explained an error or warning can be enforced with rules. There are 5 departments currently working in a test environment with the program.

Dr. Kevin Whitaker then introduced Dr. Patty Sobecky to discuss the Student Success Collaborative. Dr. Sobecky shared that the Education Advisory Board (EAB) will be on campus February 23-24, 2015 to conduct sessions for the kick-off event. She encouraged people to sign up to attend a session, as space is not limited. Dr. Sobecky shared some statistics from UA. UA has had a significant increase in our freshman class and they were the best academically prepared. The purpose of this event is to help faculty/staff to get the job done with strategic sustainability. She stated the changes in 21st century higher education such as, pressure from state funding and to obtain high rankings, creates a harder environment to survive. She also discussed landscape changes that effect our environment, such as Georgia colleges merging to have a higher enrollment rate. EAB provides software, resources and webinars to help with the platform of the Student Success Collaborative. The purpose is to provide clarity on instructions to the student to use all resources available on campus. Dr. Sobecky also stressed the importance to retain a student through all 4-6 years of college. UA's 6 year graduation rate is 86%, which needs to be at least 90% to be competitive with other schools. She explained the 2nd, 3rd, and 4th year retention rates are decreasing. Dr. Sobecky demonstrated the platform provided for the Student Success Collaborative. The program is in real time and will be tied into Banner. This program is more data driven than DegreeWorks. She stated UA will drive the program and departments will decide the core classes that are required for students.

Dr. Whitaker asked for an update from each task force group. Academic Misconduct has met and discussed. Academic Second Opportunity gave a proposal of a changed policy to the committee. Dr. Whitaker asked the committee to review the policy and be prepared to discuss the pros and cons of the policy at the next meeting. Interim Suspension has created a policy to identify with the dean's office and in the process of creating a formal procedure. Medical Withdrawal has met and in the process of creating a policy for students to have clearance to return to campus. Transfer Credit has met and are discussing the 20 hour policy and the credit expiration issue.

Dr. Whitaker updated the committee on winter interim. There has been a meeting and the issues are being address. Dr. Whitaker stated he wants to revisit which term to count credit hours for winter interim again in August.

Dr. Whitaker then address new business. He asked the committee to think about a CAAD retreat. He asked for a few people to work with him on ideas for a retreat. He also stated a search committee is being formed for the Director of Advising position. He hopes to have this position filled by the start of fall semester. Dr. Whitaker then asked the committee to discuss Freshman Learning Communities (FLCs). Last fall there were 166 students in communities, 250-300 in previous years. He stated FLCs are being looked at from a financial point of view. They cost \$7500/year and UA is creating classes, but not using current resources to teach the classes.

The meeting was adjourned by Dr. Whitaker.