Deans’ Cabinet Meeting

Wednesday, August 2, 2017 8:30 AM

In attendance: Allison McGoffin, Becky Cole, Bonnie Allen, Bud Fischer, Cheryl Torsney, Chris Brewer, David Edgar, David L. Butler, David Urban, Faye Johnson, Harold Whiteside, Joey Gray, John Vile, Karen Petersen, Ken Paulson, Lynn Boyd, Rick Sluder, Debra Sells

1. Fall 2017 Grade Reporting

Deb Sells reported that over 800 grades were reported late and over 300 grades from Spring semester have still not been reported. This delay in reporting makes a lot of work for people in her unit and also hurts students who are awaiting financial aid or are trying to get jobs or get placed into graduate programs. Some deans noted that most of the late grades in their college are from adjunct instructors. She also reported that all Customs sessions are complete. Her group will be admitting new students through August in order to get enrollment numbers closer to the targets.

1. Records Retention Coordination

Becky Cole reported that the state of Tennessee is now including universities in their records retention program. This applies to both hard copy and electronic records. Each academic unit will need to have a designated records officer. Carol Lewis is the records officer for the entire university. She should be contacted if there are any records that need to be destroyed. There will be training in the Fall for all of the records officers as well as an annual shredding day. Search committee records need to be retained for 5 years

1. Major Field Tests

Major Fields Tests are a THEC requirement. Thus, they are still required.

1. Announcements

**Butler**: 150-175 faculty have already signed up for the Grant Enhancement Plan

**Whiteside**: They have just hired a “professor of practice”. The first at MTSU. This is a full time temporary appointment similar to clinical track faculty.

**Sluder**: August 11 is the start of Scholars Academy. 370 students are paid and enrolled. There will be an additional fee for online courses. This fee will pay for an additional 18 faculty. The dual enrollment target for Fall is 660. There are currently 373 enrolled for DE. Dean Fischer asked whether there is a planned evaluation of the dual enrollment program. As there is a $3 million investment into this program, should its effectiveness be evaluated?

**Fischer**: CBAS was awarded $2 million in extramural grants in the last 2 weeks.

**Torsney**: Her office is searching for a replacement for Jeremy Ancar.