

**Dean's Council  
December 4, 2013  
Minutes**

**Members Present:** Joy Brenneman, Tamara Clunis, Kim Davis, Daniel Esquivel, Lyndy Forrester, Patsy Lemaster, Russell Lowery-Hart, Carol Moore, Mark Rowh and Renee Vincent

**Members Absent:** Jerry Moller

**Others Present:**

**CE Website/Kim Davis**

Kim Davis showcased the new Continuing Education website. The entire AC website will be updated by Summer 2014.

**Leveraging Diversity Training**

Council members determined the recent diversity assessment was helpful but agreed that, with the number of initiatives currently underway, we should not pursue any further diversity training at this time.

**NCIA Awards**

The deadline for submitting nominations for NCIA awards was December 1.

Faculty Excellence Award nominations will be requested in the spring. Russell will bring information about the nominations to the next meeting.

**Happiness Update**

Employees recognized last month expressed gratitude for the recognition.

**Co Board DE/ABE Pending Requirements**

Russell and Tamara attended a Co Board meeting previewing changes to Developmental Education and Adult Basic Education. Council members will be invited to a meeting January 13, 2014 in Amarillo. Potential implementation for changes is scheduled for Fall 2014.

## **Reprimand Processes**

There is currently a policy regarding faculty reprimands. The current process works but could be improved. Russell would like Council members to consider ideas that would improve the process and bring recommendations to him directly.

## **Degree Assimilation**

We need to reduce confusion for students in scheduling classes. Some schools are narrowing the presentation of the options, i.e. Science Major, Social Science Major. We need to be more thoughtful in the presentation of majors. We may need to create set, pre-designed schedules for students.

## **Technical Education Advisory Board**

Lyndy has been asked to chair a Technical Education Advisory Board. The Board will develop a process to identify and fund new technical programs. The Board will include regional Economic Development officers.

## **Other Questions**

Final grades must be submitted through Blackboard.

## **Deans' Council Member Reports**

- Academic Success
- Arts & Sciences
- Center for Teaching and Learning
- Continuing Education
- Health Sciences
  - Department of Labor grant initiatives are moving forward
  - ADN students will be doing clinicals in Moore County and Hereford in the spring
- Hereford Campus
  - Will be moving into the new building December 16
  - A private donor reception will be held before classes begin
  - Gained access recently to an ethanol plant and plan to discuss training needs
- Moore County Campus
- Technical Education

Adjourned at 3:00.