

Deans Council
Minutes August 15, 2019
Ware Student Commons 207, 1:30 pm – 3:03 pm

Members Present: Tina Babb, Becky Burton, Becky Easton, Daniel Esquivel, David Hall, Frank Sobey, Renee Vincent, Edie Carter, Linda Munoz

Others Present: Toni Van Dyke

Members Absent: Carol Buse, Kim Crowley, Toni Gray, Tamara Clunis

Rundown of next week's activities

The meeting dates and times for next week are:

- Teaching for Transformation will take place Monday, August 19th
- New Faculty Orientation will take place on Tuesday, August 20th
- Academic Leadership meeting will take place on Tuesday, August 20th
- All Faculty meeting will take place on Wednesday, August 21st
 - Will present the reorganization chart
 - Awards will be presented
 - Blackboard look has changed in order to be ADA compliance
 - Q&A
- All faculty training will take place on Thursday, August 22nd
- Adjunct Orientation on Tuesday, August 21st from 6:00 pm to 9:00 pm

Duty days, mandatory meetings, and protocol for absences

Per the faculty handback, faculty are to return the week before the semester starts. Additionally, the faculty handbook states faculty are required to attend general assembly, faculty meetings, and departmental meeting, etc. Attendance for all meetings will be tracked starting this academic year. For more information regarding attendance or faculty duties click on <https://www.actx.edu/president/dj-work-load> Faculty who are unable to attend required meetings will need to email their supervisor. The supervisor will then email the dean and the dean will notify the VPAA office.

Tutoring for Success policy update and tracking

Each department offering tutoring will need to submit a policy regarding tutoring in their area. Frank will reach out to each dean to collect the tutoring for success policy after the all faculty meeting. The tutoring for success policy does not dictate the terms of engagement. It doesn't dictate the use, duration, and grading component of tutoring. This will all be determined by the department.

Deans Council

Deans Council is now an official standing committee. Deans will contribute to the mission statement of the committee.

Other

Reviewed enrollment data, discussion followed.