Discussion Items:

1. Academic Festival feedback and additional scheduled events (pages 1-2)
2. Criteria for awarding tuition waivers information (pages 3-4)
3. Comments/questions on Quality Matters rubric
4. Comments/questions on student concern system
5. Thank you—vitae were nearly 100%
6. Update on personnel requests
7. Convocation discussion
8. Lunch with me 😊
9. Hackler event November 12, 2014—discussion about announcing recipient(s)
10. Request for departmental information re: minimum faculty qualifications (page 5)
11. Top 30/UNIV/Persistence Academy Update—AVP Kingsley

Reminders:

2. Online leave reporting is now available in AggieAccess. A recording of the training session can be accessed at the following link: http://youtu.be/TfisA_GBpjE. The due date to submit the October leave report is by 12 p.m. on Monday, November 3rd.
3. Please start reviewing the Quality Matters rubric that was distributed at COC in September with faculty. I have been noting on the requests that new courses should meet this criteria.
4. Please remember to use the student complaint system to log complaints. I have done a television informational spot about it and will provide additional information in the upcoming months.
5. International students have several regulations required for maintaining their status as an F-1 student studying in the United States:
   - Undergrad international students need to be enrolled in 12 credit hours. 9 of these hours need to be “traditional classes” (not online or hybrid).
   - Graduate international students need to be enrolled in 9 credit hours. 6 of these hours need to be “traditional classes” (not online or hybrid).
   - If international students do not follow these enrollment guidelines they will be in violation of federal regulations and could be sent back to their home country.
Important Dates:

- Chair Meeting – October 31, 2014 at 11:00 a.m. in the IBC/RMA Executive Boardroom
- Council of Chairs – November 20, 2014 at 2:00 p.m. in the IBC/RMA Executive Boardroom

- Regents Meeting Dates (for curriculum proposal purposes)
  - The Oklahoma State Regents for Higher Education
    - October 22-23, 2014
    - November 6, 2014
    - December 3-4, 2014

- October 21, 2014 – FLAC lock date for all adjuncts teaching 2nd 8 weeks (S8 position suffix) and all full-time faculty
- October 21, 2014 – All 2nd 8 weeks Payroll Action Forms submitted by 5:00 p.m.
- October 21, 2014 – Spring 2015 enrollment begins
- October 21, 2014 – Blackboard Training session from 2:00-3:30 p.m. in South Shepler Room 407, Topics: Adaptive Release and Exam Options
- October 22, 2014 – Oklahoma Healthy Aging Initiative event at Great Plains Technology Center, 8:30 a.m.-1:30 p.m.
- October 24, 2014 – All information for General Education courses entered into WEAVEonline and designated as final
- October 24, 2014 – India Night, 6:00 p.m. in the MCC Ballroom
- October 27, 2014 - January 21, 2015 – Assigned IAC members review entries and give feedback in WEAVEonline. Assigned IAC members make recommendations to the IARA Director on which departments/disciplinary groups should be scheduled for Roundtable discussions (Gen Ed)
- October 30, 2014 – Blackboard Training session from 9:00-10:30 a.m. in South Shepler Room 407, Topics: Announcements, Grade Center and Assignments/SafeAssignments
- October 31, 2014 – Ethics Bowl
- November 1, 2014 – Aggie Sneak Peek
- November 3, 2014 – Deadline to apply for graduation to ensure name will appear in Commencement Program
- November 3 – November 14, 2014 – VPAA decides which programs will participate in a roundtable discussion and the schedule is created (Academic Programs, Library, Teaching and Learning)
- November 4, 2014 – Blackboard Training session from 2:00-3:30 p.m. in South Shepler Room 407, Topic: Blackboard Collaborate – How to create sessions
- November 7, 2014 – Last date to withdraw with an Automatic “W”
- November 10, 2014 – Minimum faculty qualifications due to VPAA
- November 11, 2014 – Blackboard Training session from 9:00-10:30 a.m. in South Shepler Room 407, Topics: Adaptive Release and Exam Options
- November 13, 2014 – Blackboard Training session from 2:00-3:30 p.m. in South Shepler Room 407, Topic: Blackboard Collaborate – How to create sessions
- November 17-December 19, 2014 – Roundtable discussions with AP (Academic Programs, Library, Teaching and Learning)
- November 18, 2014 – Blackboard Training session from 2:00-3:30 p.m. in South Shepler Room 407, Topics: Announcements, Grade Center and Assignments/SafeAssignments
- November 18, 2014 – Academic Festival speaker Robert Glennon
- November 21, 2014 – Last date to withdraw from a class with signature (16 week courses)
- November 26-30, 2014 – Thanksgiving Holiday
- December 8-13, 2014 – Final Exams
- December 13, 2014 – Session Ends
- December 16, 2014 – Final grades posted by 4:00 p.m. (16 week courses)
- December 17, 2014 – Faculty Offices close at 5:00 p.m.
- March 13, 2015 – Oklahoma Research Day
- May 8, 2015 – Commencement