1. Approval of Council of Deans Minutes – January 8, 2013 Meeting (Handout 1)

2. Announcements and Information Items
   a. Introduction of guests – Academic Affairs Leadership Interns for Spring 2013
   b. Nominations for the Fall 2013 Academic Affairs Leadership Development Internship program are due to Brandy Shaw-Brown by Friday, April 12, 2013. (Handout 2)
   c. Dr. Vincent Tinto campus visit- Thursday, March 28
      7:00- 7:50 a.m. - Breakfast
      8:00- 8:50 a.m. – Campus walking tour
      9:00- 9:50 a.m. – Student Services
      10:00- 10:50 a.m.- Action Commission on Student Retention
      **11:00- 11:50 a.m.- Deans, AVP Sylvia Burgess, Director Sherry Young**
      12:00- 1:00 p.m.- Lunch
      1:00- 1:50 p.m.- Academic Advisement Center
      **2:00- 2:50 p.m.- Open Talk**
      3:00- 3:50 p.m.- Top 30 Courses Project Committee
      4:30-4:45 p.m.- President Ross
   d. 2013-2015 undergraduate catalog is under review
      i. Curriculum Committee (CC) meets on Thursday, February 7 and Thursday, March 7
         1. For items that need only Curriculum Committee considerations:
            a. Items to be reviewed at the February Curriculum Committee meeting were due to Mandy Husak by Friday, February 1.
            b. Items to be reviewed at the March Curriculum Committee meeting are due to Mandy no later than Friday, March 1.
      ii. General Education Committee (GEC)- Friday, February 8 and Friday, March 8
      iii. Teacher Education Committee (TEC)- Monday, February 25
3. Discussion Items
   a. Guest Host Needed for Council of Chairs next Tuesday, February 12.
   b. Faculty Load Review- Spring 2013 (Handout for each dean)
c. Communication of Midterm Grades to Students - Linda Phillips, Registrar

d. Midyear Budget Update

e. Spring 2013 Academic Summary (Handout 3)

f. Academic Plan (Handout 4)

4. Standing Agenda Items

   a. Assessment Activities Update

   b. Higher Learning Commission Update- Exploration of Criteria and Core Components: Criterion 3, Core Component 3C

      Criterion Three. Teaching and Learning: Quality, Resources, and Support
      The institution provides high quality education, wherever and however its offerings are delivered.

      Core Component 3.C. The institution has the faculty and staff needed for effective, high-quality programs and student services.
      1. The institution has sufficient numbers and continuity of faculty members to carry out both the classroom and the non-classroom roles of faculty, including oversight of the curriculum and expectations for student performance; establishment of academic credentials for instructional staff; involvement in assessment of student learning.
      2. All instructors are appropriately credentialed, including those in dual credit, contractual, and consortial programs.
      3. Instructors are evaluated regularly in accordance with established institutional policies and procedures.
      4. The institution has processes and resources for assuring that instructors are current in their disciplines and adept in their teaching roles; it supports their professional development.
      5. Instructors are accessible for student inquiry.
      6. Staff members providing student support services, such as tutoring, financial aid advising, academic advising, and cocurricular activities, are appropriately qualified, trained, and supported in their professional development.

   c. Retention and Graduation Rate Project Update (Handouts)
d. Early Alert Usage Update- as of Friday, February 1, 2013

<table>
<thead>
<tr>
<th>Semester</th>
<th>Unduplicated Instructors who used Early Alert at least once</th>
<th>Total Unduplicated Instructors</th>
<th>Percent of Instructors Using Early Alert</th>
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<tbody>
<tr>
<td>Fall 2011</td>
<td>231</td>
<td>364</td>
<td>63.5%</td>
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<tr>
<td>Spring 2012</td>
<td>208</td>
<td>355</td>
<td>58.6%</td>
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<tr>
<td>Summer 2012</td>
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<td>Unduplicated Fall 2011 - Summer 2012</td>
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<td>Unduplicated Fall 2012 - Summer 2013</td>
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e. Cameron Guarantee and Institutional Transparency Update

f. Legislative

g. Around the Table for Announcements

5. Upcoming Meetings and Events
   a. Council of Chairs – 3:30 p.m. on Tuesday, February 12, 2013
   b. Council of Deans – 3:00 p.m. on Tuesday, March 5, 2013
   c. Regents Meeting Dates (for curriculum proposal purposes)
      i. The University of Oklahoma Board of Regents

<table>
<thead>
<tr>
<th>Board Meeting Dates</th>
<th>Topics Due</th>
<th>Drafts Due</th>
<th>Location</th>
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<td>March 27-28, 2013</td>
<td>February 4</td>
<td>February 18</td>
<td>Oklahoma City</td>
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<td>May 9-10, 2013</td>
<td>March 15</td>
<td>April 1</td>
<td>Norman</td>
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<td>June 24-26, 2013</td>
<td>April 29</td>
<td>May 13</td>
<td>Ardmore</td>
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<td>September 18-19, 2013</td>
<td>July 29</td>
<td>August 12</td>
<td>Tulsa/Claremore</td>
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<td>October 23-24, 2013</td>
<td>September 3</td>
<td>September 16</td>
<td>Lawton</td>
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<td>December 5-6, 2013</td>
<td>October 7</td>
<td>October 21</td>
<td>Norman</td>
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d. Curriculum Committee Meetings- Thursday, February 7 and Thursday, March 7

e. General Education Committee- Friday, February 8 and Friday, March 8

f. Teacher Education Committee- Monday, February 25
g. The Spring deadline for the submission of internal grants- February 25, 2013
h. Oklahoma Research Day- Friday, March 8, 2013 at UCO
i. Dr. Vincent Tinto campus visit- Thursday, March 28, 2013
j. Commencement- Friday, May 10, 2013
k. Graduate Hooding Ceremony – Saturday, May 11, 2013

6. New Business