

Council of Deans

Date: Wednesday, July 8, 2015

Time: 2:00 p.m.

Location: Administration Boardroom

❖ Approval of Council of Deans Minutes – June 17, 2015 Meeting (pages 1-3)

❖ Discussion Items:

1. Syllabus Review and next steps
2. Communication of faculty and staff issues
3. Request for President to attend or speak at events
4. Adjunct Faculty Workshops
5. Documentation of date of last attendance
6. Intersession Advisement will be due July 23, 2015. Email with template was sent out last week.
7. Final Endowed Lectureship Project Reports and Donor Letters due Friday, September 4, 2015. After your review, please have faculty submit a copy of the report to the Office of the VPAA and the letter electronically to Vinetta. Please review the letters to be sure they represent your school well.
8. Endowed Lectureship Proposals will be due on Friday, September 4, 2015. A formal call for proposals including available funds will be distributed at a later date. Please note the more stringent attention to the proposal budget this year.
9. Follow-up on Graduates
10. ITS Computer Replacement and Software Updates – Debbie Goode
11. ACT Engage Update—Dr. Kingsley
12. Early Alert Usage for Summer —Dr. Oty (pg. 4)
13. Enrollment Update for Fall—Dr. Oty (Handout)
14. Remaining Seat Report for Fall—Dr. Oty (Handout)
15. Plan 2018 - 2 Year Update—Dr. Oty (Handout)

❖ Reminders:

1. Please submit the dates and locations of your school and departmental meetings to Brandy when they are determined:
 - School of Liberal Arts – August 11 at 10:00 a.m.

❖ Important Dates:

- Council of Deans – Wednesday, August 5, 2015 at 2:00 p.m. in the Administration Boardroom
- Council of Chairs – Thursday, July 16, 2015 at 2:00 p.m. in the IBC/RMA Executive Boardroom
- Regents Meeting Dates (for curriculum proposal purposes)

- The University of Oklahoma Board of Regents

<u>Board Meeting Dates</u>	<u>Topics Due</u>	<u>Drafts Due</u>	<u>Location</u>
September 16-17, 2015	July 27	August 10	Norman
October 27-28, 2015	September 3	September 18	Lawton
December 1-2, 2015	October 8	October 22	Norman

- The Oklahoma State Regents for Higher Education

- September 2-3, 2015
 - October 21-22, 2015
 - November 5, 2015
 - December 2-3, 2015
- July 9, 2015 – Policy Workshop via webinar in MCC Executive Boardroom 204 at 1:00 pm
 - July 13, 2015 – Last date to withdraw with an Automatic "W" (8 week classes)
 - July 20, 2015 – Last date to withdraw with an Automatic "W" (2nd 4 week classes)
 - July 20, 2015 – Last date to withdraw from a class with signature (8 week classes)
 - July 23, 2015 – Last date to withdraw from a class with signature (2nd 4 week classes)
 - July 27, 2015 – Summer session ends
 - July 28, 2015 – Intersession classes begin
 - July 29, 2015 – Final Grades Posted to AggieAccess by 4:00 p.m. (8 week & 2nd 4 week classes)
 - July 29, 2015 – Faculty Offices Close at 5:00 p.m.
 - August 6-7, 2015 – New Faculty Orientation, 8:30am-4:00pm in the Buddy Green Room
 - August 10, 2015 – Faculty Offices Open
 - August 10, 2015 – General Faculty and Staff Meeting
 - August 10, 2015 – Duncan Adjunct Faculty Workshop, 6:00-8:30 p.m., Learning Resource Room
 - August 11, 2015 – Lawton Adjunct Faculty Workshop, 6:00-8:30 p.m., McCasland Ballroom
 - August 14, 2015 – Intersession classes end
 - August 17, 2015 – Fall classes begin
 - September 4, 2015 – Deadline to register for the 6th Annual Promoting Undergraduate Research Workshop and/or Conference
 - September 17, 2015 – CEP Meeting at UCO
 - September 17, 2015 – 6th Annual Promoting Undergraduate Research Workshop, “How to Develop Inquiry-Based Learning Activities” with Professor Mick Healey, Higher Education Consultant, 1-4pm, Presbyterian Health Foundation Conference Center, OKC
 - September 18, 2015 – 6th Annual Promoting Undergraduate Research Conference with Professor Mick Healey, 8am-4pm, Presbyterian Health Foundation Conference Center, OKC
 - October 5, 2015 – All information entered into WEAVEonline and designated as “final” (Academic Programs, Library, University Success Programs, and Developmental Education)