Meeting Notes – Academic Leadership Council – February 4, 2015
Notes by Mary Lynne Golden

Members Present:

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<th>Guest:</th>
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<tr>
<td>Frank Einhellig</td>
<td>Chris Craig</td>
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<td>Rachelle Darabi</td>
<td>Joye Norris - absent</td>
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<td>Gloria Galanes</td>
<td>Stephanie Bryant</td>
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<td>David Hough</td>
<td>Helen Reid</td>
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<td>Victor Matthews</td>
<td>Tamara Jahnke</td>
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<td>Thomas Peters</td>
<td>Stephen McIntyre</td>
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<td>Don Simpson</td>
<td>Cathy Pearman</td>
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<td>Greg Rainwater</td>
<td>Tom Tomasi</td>
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<td>Sharmistha Self</td>
<td>Julie Masterson</td>
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<td>Anson Elliott</td>
<td>Michelle Olsen</td>
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Announcements

1) New Staff in the Graduate College – Phillip Raleigh
2) 620K funds being released – OT & West Plains Health
3) How to Get Into Grad School Workshop, Feb. 12, 3:30-5:00pm, PSU 314C
5) Digital Measures input deadline, March 1
6) Showcase on Teaching and Learning, August 12, 2015
7) Blackboard Collaborate
8) HLC Visitors – Oct. 5-6, 2015
9) Policy Library Updating – Please give suggestions to Mary Lynne
10) Remedial Education – Rusty Munhollon has a committee statewide looking at this and has a statewide policy now defining what remedial education is by the definition of the new policy. There will be a statewide placement policy in effect fall 2015.

Statewide team on Dual Credit – draft of revision of guidelines that are being worked on, will try and invite her to the next ALC to cover the top 3 things that might affect MSU.

Discussion

1) Administrative Council Updates (Gloria)
   a) University Logos update
      Suzanne Shaw will be coming to the next ALC to discuss this.
   b) Retreat in March – 8 Goals; KPI & PM Reporting; HLC; 10-year Visioning
2) 2nd Block Classes (Don)
   Data provided by Joye- showing last spring compared to this spring. Do we need to make an effort to reach out to a set of students encouraging students to enroll in 2nd block classes in
order to stay on track? Most have good enrollment, some have room for more students. Can still add classes if needed.

a) Do we need to promote?
Feeling was that students know about it and promotion comes through advisors adequately.

3) February Board of Governors (Double Tree Hotel, Jeff City)
   a) Finance Committee – 1pm, Feb. 5
   b) Programs & Planning Committee – 3:00pm
   c) BOG Meeting – 9am, Feb. 6

4) Visioning Process – Frank, Tom P., Sharmistha & Stephanie
   Speakers should plan on talking approx. 10 minutes with Q & A at the end. There are outside speakers that will be coming and invitations will be sent out. Many of the committee folks will be invited and the intention is to get more involved. Part of the challenge of sub-committee’s will be to seek out campus personnel for their expertise in their particular field or job.

5) Summary of Student Behavioral Policy issues (Chris)
   a) Processes and Responsibilities
   There is a clear class disruption policy and a form that accompanies it. When a faculty perceives or feels disrupted they need to be filling out the form. The dept. head needs to meet with the student and the incident has been reported. The faculty member does not have to be present for this meeting. Our role in the provost office is not to control this or dominate this situation. The provost office will back the decision to administratively drop if that is the action. Improvements – BIT team, Department Heads meet with student. Conduct is more complicated. If a university official gives a directive to someone and they don’t follow it then that is a breach of the code of conduct. If it becomes a situation where action is being taken for conduct, then there is a process that has to be followed with Mike Jungers office.
   b) Communication

6) Workload Policy (Chris)
   Workload policy is not consistent across boards. Deans can operate in accord to university policy without using a college level bunch per the documentation. Helen believes that departments also need to review department level changes and get these on the web, but that throughout the departments these needs to be consistent if possible.