

Faculty Committee Meeting Minutes

April 11, 2017

3:45pm

Present: Dr. Theresa Hefner-Babb, Dr. Kevin Smith, Dr. Zanthia Smith, Ms. Sara Tusa

Dr. Hefner Babb-

- Handouts are the proposed standards that become official January 2018 with the cross reference to the current standards when we did the compliance. Some have been combined together. This gives you an idea on what you should include in your standards. Make sure to have policies for all areas.
- For your individual committees make sure that you have no more than 10 members. Make sure they are broad base. Once you have selected who they are please send me an email to let me know so I can list them on the website. SACS will go to website and see who is on each committee. We are hoping to get a calendar put on the website so the meetings can be listed.
- Can pull in others for just advising.
- Dr. Greg Marsh and Dr. Bishar Sethna from institutional reporting can provide any data that you may need. Faculty audit and qualification ratio have been run from Fall 2016, Deans have been made aware and the corrections are being made.
- Dr. Hefner-Babb mentioned that she is available to attend any of your meetings with your committee members if it works with her calendar. You will need to take minutes and attendance at each meetings and turn that into my office.
- Data capture is Fall 2017 Spring 2018, this is where they look at websites, credentials, and faculty ratios...etc.
- For each standards we have to argue that we are compliant, by providing verification and resources that back up the standard. Any warnings, please contact my office.
- Final report due Sept. 2018, rough drafts need to be turned in no later than April 2018.
- The SACS vice president will be here July 11 and 12th. Questions that need to be addressed, please have those turned into Dr. Hefner-Babb no later than June 20, 2017. We will have a brief leadership meeting during his visit.
- In relation to COE-Dean Spina has asked CNDV and EDLD to prepare a letter with information on each instructional assistant and what they do and what their role is in the course.
- Kathy Wood will send the electronic version of the standards to each of the committee members.

Dr. Kevin Smith-

- In the last reaffirmation we were sanctioned by SACS, for two areas one on standards credentials and other is faculty 2.08 adequacy. This was due to online MED program with too many students/coaches ratio through five week programs. The faculty have to have the appropriate credentials and class size has to be reduce. SACS put us on a 6 month warning we had another visit from SACS and the onsite committee from online distance education. Lamar

replaced the “coaches” with “Instructional Assistants with doctoral degrees and reduce the class size. Which at that point we were in compliance.

- The rule says that faculty have to have the appropriate credentials. If faculty do not have the credentials for what they are teaching we have to have justification on file. Any exceptions have to have a compelling argument to back it up.
- Have to make sure that we have faculty development. Work with Dr. Amy Smith on that.
- The big one will be the F2.08 and F3.7.1, make sure to pay close attention to these. You will need to provide information on can graduate quality online in a compress time frame. What is your evidence?
- Dr. Paula Nichols can help with any online offerings, also, information on the instructional assistants.

Meeting adjourned 4:40pm