

Academic Affairs Council

Date: Wednesday, March 7, 2018

Time: 2:00 p.m.

Location: Administration Boardroom

❖ Approval of Academic Affairs Council Minutes – February 7, 2018 Meeting (pages 1-2)

❖ Discussion Items:

1. Requests for positions due before spring break—any positions not currently posted should be included. Form is located on the W drive.
2. Planning/Evaluation deadlines (pages 3-4)
3. Faculty Development
4. Faculty Senate proposal for online stipends (pages 5-7)
5. Quality Matters
6. Student Walk-Outs
7. Persistence Rate Data (pages 8-11)
8. Computer Updates--Kelly
9. Discussion of HLC Criterion 4—Dr. Oty

❖ Reminders/ Informational items:

- Annual evaluation of Department Chairs and Deans. Evaluations will be completed online and are due April 1st.
- Please review classes in your respective areas on the summer and fall schedules for accuracy. Remember that no major changes should be made at this point. Enrollment begins March 27.
- Request for new initiatives due March 29.
- Custodial Concerns – send concerns to Kathy Posey at kposey@mbminc.com with a cc to VP Carter and Bob Hanefield.
- Resignations or retirements must be received in writing and should be forwarded to the Office of Academic Affairs when you receive them. We will forward them to HR. Please remember to complete the Retiree Information Form located in the AAC folder on the W drive for retirees in your area. Deans, please share them with department chairs. Information will be used for the Service Awards Recognition dinner held in April.
- If you make changes to brochures or publications created by Public Affairs, please go back to them so that they can edit the original and it remains good quality.
- Please enter student complaints/concerns in the student concern system for documentation purposes.
- Advisory Board information for this year due May 1.

❖ Important Dates:

- March 8, 2018 – Council of Chairs at 2:00 pm in the IBC/RMA Executive Boardroom 204
- March 16, 2018 – Chair Development at 9:00 am in the IBC/RMA Executive Boardroom 204
- April 4, 2018 – Academic Affairs Council at 2:00 p.m. in the Administration 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>
March 7-8, 2018	January 16, 2018	January 29, 2018
May 10-11, 2018	March 16, 2018	April 2, 2018
June 18-19, 2018	April 27, 2018	May 10, 2018
September 12-13, 2018	July 23, 2018	August 6, 2018
October 24-25, 2018	August 31, 2018	September 14, 2018
December 11-12, 2018	October 19, 2018	November 2, 2018

- The Oklahoma State Regents for Higher Education

- March 28-29, 2018
 - April 25-26, 2018
 - May 24-25, 2018
 - June 27-28, 2018
 - September 5-6, 2018
 - October 24-25, 2018
 - November 8, 2018
 - December 5-6, 2018
- March 7, 2018 – Final grades for 1st 8 week classes posted by 4:00pm
 - March 9, 2018 – Oklahoma Research Day at NWOSU (Enid)
 - March 12, 2018 – Last date to enroll or add a 2nd 8 week class
 - March 12, 2018 – Last date to drop a 2nd 8 week class w/o entry on transcript
 - March 12, 2018 – Last date to drop a 2nd 8 week class with a refund
 - March 14, 2018 – Graduation Fair
 - March 19-23, 2018 – Spring Break
 - March 27, 2018 – Mid-term grades for 12 week classes posted by 4:00pm
 - March 31, 2018 – Penalty for late payment of tuition and fees for 12 week and 2nd 8 week classes
 - April 1, 2018 – Deadline to apply for graduation
 - April 1, 2018 – Deadline to apply for graduation to ensure name will appear in Commencement program
 - April 4-7, 2018 – The National Conference on Undergraduate Research is scheduled to be held on the University of Central Oklahoma campus. The website is http://www.cur.org/conferences_and_events/student_events/ncur_2018/. This is an extraordinary opportunity for our students to present at a national conference.
 - April 9, 2018 – Last date to withdraw from a 12/16 week class with an Automatic “W”
 - April 10, 2018 – Mid-term grades for 2nd 8 week classes posted by 4:00pm
 - April 17, 2018 – University Awards Ceremony at 5:30 pm in the MCC Ballroom
 - April 19, 2018 – Service Recognition and Faculty Excellence awards
 - April 26, 2018 – Endowment Appreciation & President's Partners Event
 - April 19-22, 2018 – “Legally Blonde: The Musical,” presented by the Department of Art, Music and Theatre Arts in the University Theatre. Shows on Thursday, Friday and Saturday will begin at 7:30 p.m.; Sunday performances start at 2 p.m. (Academic Festival related event)
 - April 23, 2018 – Last date to withdraw from a 2nd 8 week class with an Automatic “W”
 - April 23, 2018 – Last date to withdraw from a 12/16 week class with signature
 - April 30, 2018 – Last date to withdraw from a 2nd 8 week class with signature