

Minutes of the Meeting of the Deans Council
Tuesday, December 11, 2012 – 9:00 a.m.
Warner Conference Room

PRESENT: Charlie Bicak, Janet Wilke, Ed Scantling, Tim Burkink, John La Duke, Joe Oravec, Kenya Taylor, William Jurma

GUESTS: Chandra Daffer, May Daake

1. **Approval of Minutes for November 27, 2012:** Charlie asked if there were additions or corrections to the minutes. Ed motioned and Joe seconded approval of the minutes as presented. All present voted in favor of approval.
2. **Blue & Gold Welcome Week, NSE and First Year Program – Chandra Daffer, First Year Program Assistant Director:** Chandra distributed and discussed handouts regarding future planning for Blue and Gold Welcome Week, New Student Enrollment days and the First Year Program. Joe requested a faculty member from each academic college serve on the Blue and Gold Working Team, discussion was held.
3. **Incomplete Grades:** Charlie met with Aaron Dimock regarding a contract for incomplete grades recently developed by the Faculty Senate, Student Affairs Council. Charlie distributed the draft form and discussion was held. After
4. **Academic Dishonesty:** Joe discussed the makeup of the New Student Orientation & Transition Task Force, its charge and the progress made since inception. Joe would like the Associate Deans to serve on the committee, discussion was held. It was decided to have Chandra Daffer attend the December 11th meeting to answer questions regarding possible workload expected while serving on this committee.
5. **Other:** Charlie reminded the group of upcoming events and deadlines: Board of Regents Meeting, November 29th; Commencement, December 14th; Kelly Fund Proposals due to our office, January 18th; and other holiday events.

John asked where we are in the process with Digital Measures.

There being no further business to discuss, the meeting was adjourned. The next meeting of the Deans will be on ***Tuesday, January 15, 2013, at 9 a.m., Warner Conference Room.***