

**Associate Deans Council**  
**February 24, 2020**  
**“WebEx” Meeting Minutes**

**Present:** Peter Ryan, Tracey Baham, John Dickerson, Jim Dunne, Randy Follett, Brent Fountain, Dana Franz, Nancy Fultz, Robert Green, Jeffrey Haupt, Brien Henry, Christine Jackson, Terry Jayroe, Deborah Lee, Melanie Loehwing, Lynda Moore, Tabor Mullen, Ian Munn, Seth Oppenheimer, Steve Parrott, Kevin Rogers, Susan Seal, Michael Seymour, Emily Shaw, Scott Willard, Lauren Wright, Tina Gilliland

Dr. Peter Ryan called the meeting to order at 1:30 p.m.

**1. Consideration of the minutes**

Upon a motion made by Dr. Ian Munn, the minutes from February 10, 2020 were approved with no edits.

**2. 2021-2022 Academic Calendar – Dr. John Dickerson**

- Dr. John Dickerson has been in discussions with various administrators regarding the 2021-2022 Academic Calendar and specifically, what the Winter Session may look like. The current proposal is to offer a 5-week winter session similar to winter 2020. The proposed Winter Session would start on December 14 2021 and through to January 14, 2021 (final exams), the week prior to Martin Luther King (MLK) Holiday. The Spring Semester would then begin the Tuesday after MLK Holiday (January 18, 2021) which will tighten the Maymester term, changing it from 15 days to 10 or possibly 12 days, if the two Saturdays are included. Dr. Dickerson will share the proposed calendar via email to the council for their review.

**3. Grade Appeal Process – Mr. Tabor Mullen**

- Mr. Mullen will be meeting with the Academic Review Board next week to discuss a few issues regarding grade appeal requests. One of the main issues is to define more clearly “what constitutes a true grade appeal and what is not”. If a grade appeal request does not have merit, it should be denied at the point of submission.

**4. Announcements:**

- Dr. Jim Dunne stated there is a new math course called Math in Your World (formerly entitled Quantitative Reasons). Dr. Kim Walters has redesigned the course and will be the instructor of record Professor Michael Seymour announced that The Otilie Schillig Special Teaching Projects Grant deadline is Wednesday, March 17, 2021.

Meeting adjourned: 2:40 PM