

**Minutes of the Council of Academic Deans  
December 14, 1998**

The Council of Academic Deans meet at 9:30 a.m. on Monday, December 14, in Wyly 1647.  
Present: Rea, Dautat, Emery, Ford, Guice, Jacobs, Liberatos (for Reagan), McConathy

Minutes of the November 16 CAD's meeting were approved (Emery/Dautat motion).

Instructional Policies Committee actions of December 1 were approved (Emery/McConathy motion). In discussion, Dr. Guice noted that the addition of six mathematics classes—as a part of the integrated curriculum emphasis for engineering majors—would not reduce the availability of mathematics for non-engineering majors. He stated that non-majors will have math classes for enrollment. He also noted that larger classrooms would make it easier to meet the course needs of students.

Instructional Policies Committee actions of December 8 were approved (McConathy/Jacobs motion). In discussion, Dr. Liberatos requested that the course description for CIS 444: Network Design and Implementation—in particular the prerequisite of junior standing—be reconsidered at the department/college level and made more course prerequisite specific. Dean Emery responded that he agreed and would have changes made and resubmitted to Dr. Rea for editorial approval.

Dr. Guice requested that the ACAM program proposal changes be tabled until external program review was completed.

Graduate Council minutes of December 4, 1998, were approved (Emery/McConathy motion).

Dean Jacobs presented Liberal Arts 489C: A Workshop in Dramatic Writing for special topics course approval as spring offering. Approval followed a Dautat/Liberatos motion.

Dean Dautat presented Education 594 C: Issues and Trends on Curriculum Development and Education 594C: Enhancing Programs and Students Achievement for special topics approval as Winter Quarter courses offered at the request of Bossier/Caddo for professional development programs for teachers. Approval followed a Emery/Jacobs motion.

Dean Dautat presented Education 589C: Infusion of Technology Throughout the Curriculum and Education 594C: Internship: Supervised School-based Experiences in Integrating Technology and Curriculum for approval as Winter Quarter offerings. Both courses are taught by Dr. Lajeane Thomas as technology offerings under the Technology Challenge Grant. Approval followed a Dautat/Ford motion.

Dr. Liberatos presented Applied and Natural Sciences 389B: Horse Evaluation for approval as a special topics offerings in the Spring Quarter. This offering was approved following a Liberatos/Dauzat motion.

Dr. Rea asked that each dean provide him with a status report on web/home page development within their college/division.

Dean Ford reported that some outdated advisor data was being printed on student registration forms. She indicated that “permanent” changes in the listed advisor must be made on the AD screen—Academic Advisor Screen. If more information is needed, Dean Ford will discuss individually with department or college faculty/staff.

Meeting adjourned at 11:00 a.m.

**Council of Academic Deans  
November 16, 1998**

The Council of Academic Deans met at 9:30 a.m. on Monday, November 16, 1998, in Wylly Tower 1647. All members were present.

Dr. Rea called the meeting to order and presented agenda items.

1. Minutes of the CAD's meeting of October 19 were approved (Emery/Jacobs motion)
2. Minutes of the IPC meeting of November 10 were approved (Reagan/Jacobs motion)
3. Minutes of Graduate Council meeting of November 6 were approved on the following motion (Reagan/Dauzat)–Approval of the Graduate Council Minutes of November 6 with the tabling of Agenda Item #5 ACAM Proposal.

Dr. Rea asked each dean to review endowed professorship guidelines and submit suggestions for changes in the award and review process.

The Council discussed a submitted Procedure for Evaluating English Proficiency of Instructional Faculty Applicants. The deans were asked to submit other suggestions so that a “draft” procedure reflecting shared ideas could be prepared and distributed for consideration at the next CAD's meeting.

The Deans were ask to remind faculty of the importance of keeping accurate attendance (or absence) records. The last date of class attendance is critical in supporting the university's financial status concerning Pell grants, student loans, and refund payments for students who “unofficially” withdraw from the university. Without such documentation, the university could be liable for repayment of federal funds.

**Council of Academic Deans  
October 19, 1998**

The Council of Academic Deans met at 9:30 a.m. on Monday, October 19, 1998, in Wyly Tower 1647. Members present: Rea, Emery, Dausat, Ford, Guice, Jacobs, McConathy, and Reagan.

Dr. Rea began the meeting by asking Dr. James Liberatos, Chair of the Instructional Policies Committee, to discuss the status of curriculum revisions being submitted to the IPC for approval. He indicated that a number of curricula have not been submitted and reviewed by IPC and that the December deadline for revision of curricula to 125 hours will require additional meetings of the Committee.

Minutes of the September 21 CAD's meeting were approved (Emery/Jacobs).

IPC minutes of October 13 were approved (Jacobs/Guice).

The September 23 minutes of the Graduate Council were approved (Jacobs/Emery).

The October 9 minutes of the Graduate Council were approved (Ford/Reagan). Dr. McConathy noted that the *University Policies, Procedures, & Guidelines for Graduate Assistantships* were discussed at the September 23 and October 9 meetings and were tabled. Once a finalized document has been approved by Graduate Council, it will be forwarded to the Council of Academic Deans for review and approval.

Dr. Rea asked the deans to review the policy statements regarding assurance of English proficiency by all teaching faculty. A revised policy will be considered at the November meeting. Dr. McConathy indicated that the English Language Proficiency Policy for Teaching Assistants would be reviewed.

Dean Reagan presented three course proposals for consideration:

ANS 289C: Introductory Horsemanship. 3 hours credit. Winter Quarter 1998

ANS 589A: Current Issues in Environmental and Organismal Biology. 1 hour credit.  
Winter Quarter 1998

ANS 589A: Current Issues in Cell and Molecular Biology. 1 hour credit. Spring Quarter.

Courses were approved on a Reagan/Emery motion.

Dr. Rea reminded the Council that attendance reports and time logs were required for all graduate assistants and teaching assistants. He requested that each dean verify that records are being maintained in their colleges and divisions.

Dr. Rea also distributed a report on cooperative activities with Grambling State University and asked that the Deans review their respective sections and provide updates to him by Thursday, October 22.

Meeting adjourned at 11:10.

**Council of Academic Deans  
September 21, 1998**

The Council of Academic Deans met on September 21, 1998, at 9:30 a.m. in Wyly Tower 1647. Those present included Rea, Dautat, Ford, Guice, Jacobs, G. Johnson for Emery, McConathy, and Reagan.

Dr. Rea first asked Bob Vento, Registrar, to discuss a proposal to be presented to the Student Technology Fee Committee for funding of a voice and Internet system of grade reporting. He outlined the proposal and answered questions from the Council. Mr. Vento also reported that based on recent case law the posting of grades could be done with a "developed" code between individual class members and the instructor. He emphasized that no portion of the Social Security number should be used in the posting of grades. Grade reporting to personal Internet addresses is also acceptable.

Minutes of the September 2, 1998 CAD's meeting were approved on a Guice/Jacobs motion.

IPC minutes of September 8 were approved on a Reagan/Jacobs motion.

The Report of the Experiential Education Programs Task Force and the follow-up memo from Ms. Leona Ford were accepted following a Guice/Dautat motion. The Council of Academic Deans recommends (and Ms. Ford's memo is in agreement) that "Rather than naming an Academic Coordinator for each college, the Deans recommend retaining program faculty already identified to work with specific programs. Then the dean would appoint one individual to serve as the college member to the Council for Experiential Education Programs. That individual would be a liaison with the Council and faculty and programs in the college." CAD's also recommends that Ms. Ford be asked to chair the Council for Experiential Education Programs to be comprised of one representative from each college, Enrollment Management Division, and Career Center. CEEP will be asked to submit a progress and recommendation report for review by June 15, 1999, for review by the Council of Academic Deans.

The following courses as part of the Fall Quarter Professional Faculty/Staff Development program were approved on a Dautat/Jacobs motion:

- A & B 289A: Using Excel and Powerpoint
- Education 489A: Introduction to Compressed Video

Dean Jacobs requested approval of Liberal Arts 489C: The Craft of Dramatic Writing for the Winter 1998-99 Quarter. Approval was granted on a Dautat/Jacobs motion

Dean Dautat presented for approval several Fall Quarter special topics classes to be offered by the College of Education. Most are extension offerings to public school educators; several are courses supported by grant funds. The following courses were approved on a Jacobs/Reagan motion:

- EDUC 489C: Classroom-Based Applications of Technology
- EDUC 489C: Using the Internet to Enhance Classroom Instruction
- EDUC 489C: Using Technology in the Classroom

EDUC 494C: Professional Development Topics and Trends  
EDUC 489C: Compressed Video for Professional Development  
EDUC 589C: Reading Mentorship  
EDUC 589C: Issues in Professional Accountability

Several other items were discussed and/or presented:

University Seminar 100 is not included as a specific curriculum requirement  
Graduate Faculty recommendations should be forwarded to the Graduate School  
by October 15

Performance Indicators to be adopted by Board of Regents  
Interactive satellite program–Nonprofit Leadership and Management–sponsored  
by Louisiana Tech Rural Development Center

Meeting adjourned at 11:00 a.m.

**Council of Academic Deans  
September 2, 1998**

The Council of Academic Deans met at 8:15 a.m. on Wednesday, September 2, 1998, in Wylie Tower 1647. Present: Rea, Dauzat, Emery, Ford, Jacobs, Guice, McConathy and Reagan.

Dr. Rea indicated that he had called this meeting to discuss several items that needed review prior to the beginning of the year. These included: a procedure to ensure that recognition to the Louisiana Support Fund was evident in publications and releases concerning Endowed Chairs, compensatory time, notification when special visitors are to be on campus, faculty development programs for fall, technology purchases, and applications for Louisiana Support Funds research grants for 1999.

It was decided that monthly meetings would be scheduled for the second Monday of each month—an exact schedule will be distributed to each member.

Meeting adjourned at 9:40 a.m.



**Council of Academic Deans  
July 14, 1998**

The Council of Academic Deans met at 8:15 on Tuesday, July 14, in Wylly Tower 1647. Members present: Rea, Dausat, Emery, Ford, Jacobs, Guice, Liberatos (for Reagan) and McConathy.

Minutes of the June 25 meeting of the Council of Academic Deans were approved on an Emery/Jacobs motion.

Minutes of the June 18 meeting of the Graduate Council were approved on a Jacobs/Ford motion.

Dean Ford shared with the Council the Enrollment Management Council's recommendation that the University's Academic Renewal Policy be revised so that the time lapse between the last college enrollment be stipulated as three years rather than five as currently stated. The University of Louisiana System policy requires the three-year time lapse so the policy would remain in accordance. Discussion also ensued regarding the timing of a student's application for academic renewal. After discussion, a motion was made (Liberatos/Emery) that the Academic Renewal Policy be revised to reflect the three-year period between enrollments and that the application for academic renewal be made and approved/disapproved during the first quarter of a student's return enrollment. Motion carried. (Revised policy is attached. University of Louisiana System approval will be required before effective)

A request to offer Liberal Arts 189C--Introduction to African American History, 0-3-3, in the Winter Quarter 1998-99 was presented and approved (Dausat/Liberatos).

Dr. Liberatos presented requests to approve for Fall Quarter 1998 course offerings of ANS 594: The Role of the Graduate Assistant (6-1-3); ANS 589: Current Issues in Environmental and Organismal Biology (0-1-1); and ANS 589: Current Issues in Cell and Molecular Biology (0-1-1). Courses were approved on a Liberatos/Dausat motion.

A follow-up report from the Task Force on Experiential Education was distributed for consideration and future action. The need for a policy statement on the "full-time" status determination of students in co-op and other experiential programs was discussed. Dean Ford agreed that the Enrollment Management Council will review and recommend a policy statement.

Other items discussed included status of distance learning/compressed video, CERT activities, administrative workshop, collaborative programs, curricula revisions to 125 hours, and BOR articulation agreement.

**Council of Academic Deans**  
**June 25, 1998**

Present: Rea, Dautat, Emery, Ford, Jacobs, Guice, and Liberatos (for Reagan)

The Council of Academic Deans met at 9:45 a.m. on Thursday, June 25, 1998, in the Foreign Policy Conference Room.

Minutes of the May 26 meeting of the Council of Academic Deans were approved as on a Liberatos/Jacobs motion.

Minutes of the May 12 and June 9 meetings of the Instructional Policies Committee were approved on a Jacobs/Dautat meeting

Graduate Council minutes of May 20 were approved on a Dautat/Jacobs motion.

The revised academic calendar (2000-2001) was discussed. This calendar will be considered for approval at the June APC meeting.

Several additions/revisions to the Handbook were discussed. Final revisions will be submitted for review by the Council.

Dr. Rea asked the deans to review faculty evaluations by department heads to assure compliance with written procedures. He also reminded the deans that the responsibility of advising students was the charge of faculty and unit administrators should not to be assigned to other staff members.

Meetings adjourned at 11:00 a.m.

## **Council of Academic Deans**

**May 26, 1998**

Present: Rea, Dauzat, Ford, Jacobs, Guice, Liberatos (for Reagan) and McConathy

Dr. Rea asked Bob Vento to present the proposed academic calendars for 1999-2000 and 2000-2001 as revised based on issues addressed since the April meeting. Following discussion, the calendars were accepted. A McConathy/Jacobs motion to forward the accepted calendars to Administrative and Planning Council for consideration was unanimously approved.

Dr. Rea reported that the Council of Vice Presidents of Academic Affairs of the University of Louisiana System met with Dr. Carroll Falcon regarding the number of hours required for baccalaureate degrees. By December 1, 1998, each institution should have completed curriculum revisions that bring degree programs to a maximum of 125 hours. Documentation for any degree programs which cannot be reduced to 125 hours due to accreditation or certification requirements must be submitted by that date also.

Dr. Rea reported that the Student Technology Fee Board supported the academic requests to fund three smart classrooms and six mobile technology units. Vendors have been contacted and requested to demonstrate equipment and prepare proposals for consideration.

To provide additional coordination and oversight to distance learning instruction, Dr. Rea announced the establishment of the Electronic Learning Committee. The Committee to be comprised by an associate dean from each college and chaired by David Cargill is charged with reviewing course proposed for distance learning delivery, facilitating off-campus site agreements, and working with the appropriate entity for a program for faculty training.

Meeting adjourned at 10:10.

**Council of Academic Deans**  
**May 7, 1998**

The Council of Academic Deans met at 8:30 a.m. on Thursday, May 7, 1998, in Wyly Tower 1647. Rea, Dausat, Emery, Guice, Jacobs, McConathy, and Reagan were present.

As the first item of business, Dr. Rea asked Mr. Bob Vento, Registrar, to present academic calendar proposals for 1999-2000 and 2000-2001. After discussion, Dr. Rea asked Mr. Vento to provide some additional information before Council action.

CAD's minutes of April 7 were approved on a Reagan/Jacobs motion.

IPC minutes of April 14 were approved on a Emery/Reagan motion.

Graduate Council minutes of April 29 were approved on a Guice/Emery motion.

Dr. Dausat presented a request to offer Education 489C: Social and Psychological Aspects of Blindness in the summer 1998 quarter. The course is to be offered as part of a grant. Course was approved on a Dausat/Jacobs motion.

Dr. Reagan presented a request to offer Applied and Natural Sciences 489C: Medical Anthropology in the summer 1998 quarter. Course is now being offered in spring. Course was approved on a Reagan/Guice motion.

Final agenda item was action regarding the Report of the Task Force on Experiential Education Programs. It was the consensus of the deans that the Task Force be requested to provide additional information relative to the structure and funding of a university coordinator. Dr. Rea will correspond with Ms. Leona Ford regarding the requested information.

Meeting adjourned at 11:00 a.m.

## **Council of Academic Deans**

**April 7, 1998**

The Council of Academic Deans met on Tuesday, April 7, at 8:30 a.m. in Wyly Tower 1647.

Present: Rea, Dautat, Emery, Guice, Jacobs, and Reagan

The minutes of the March 3, 1998, minutes of the Council of Academic Deans were approved (Jacobs/Guice motion).

Recommendations from the Deans' Retreat of March 9, 1998, relative to Technology Funds Request and Workload Policy were approved as corrected (Guice/Reagan motion).

Instructional Policies Committee minutes of March 9, 1998, were approved ((Reagan/Jacobs motion).

Graduate Council minutes of February 25 were approved (Reagan/Jacobs motion). Since approval the CAB offerings by the Graduate Council included the statements "may be repeated," Dean Emery was asked to clarify the course descriptions by including the number of times each specific course can be repeated for credit.

Graduate Council Minutes of March 24 were approved (Guice/Jacobs motion).

Graduate Council Poll Vote of March 26 were approved (Reagan/Guice motion). Dr. Guice reported that the new courses were interdisciplinary in nature and responsive to the Ph.D. in Engineering degree proposal.

The following courses were approved as submitted by the appropriate dean:

Education 489C: Integrating the Internet into the Classroom (Emery/Jacobs motion)

Education 589C: Curriculum Development for the Workplace (grant) (Dautat/Guice motion)

Liberal Arts 289C: Mass Media and American Culture (Dautat/Reagan motion)

Following discussion of the Report of the Experiential Education Programs Task Force (which had been presented by Ms. Leona Ford, Chair, at the March meeting), Dr. Rea asked each dean to review the report with appropriate college faculty and administrators prior to action on the report (scheduled for the May CAD's meeting).

Meeting adjourned at 10:15 a.m.

**Council of Academic Deans Retreat  
March 9, 1998**

The Deans met at 8:30 a.m. on Monday, March 9, in Reese Hall Conference Room to develop final recommendations on several matters.

After discussion of submitted requests for expenditure of funds for technology, the deans approved the following priority request list for academic affairs:

1.	Support Personnel (1 systems; 1 technical)/with fringe	\$86,000
2.	Smart Classrooms (3 @ \$10,000) (Plus 5% maintenance)	30,000 1,500
3.	Mobile Technology Units for classroom/presentation (8) (Plus 5% maintenance)	48,000 2,400
4.	Matching commitments for technology grants	100,000
5.	Expansion of student technology labs (Plus 5% maintenance)	150,000 7,500
6.	Student monitors for labs—to be distributed to colleges on basis of expanding hours and assistance	100,000
7.	Enhance Media Center resources for instructional purposes (Plus 5% maintenance)	25,000 1,250
8.	Plato Learning System - tutorial/instructional software (Math)	30,000

Dr. Rea asked the deans to identify policies/statements in the current Faculty and Staff Handbook that need to be considered for revision in preparation of the 1998-99 publication. Several were mentioned. The deans were asked to forward appropriate pages with notes/recommendations to Margaret Alexander.

**Council of Academic Deans  
March 3, 1998**

The Council of Academic Deans met on Tuesday, March 3, 1998, at 8:30 a.m. in Wyly 1647.

Present: Vice President Rea, Dr. Jo Ann Dauzat (Education), Emery, Ford, Dr. Les Guice  
Executive Associate Dean of Engineering and Science), Jacobs, McConathy,  
Reagan

Dr. Rea introduced Ms. Leona Ford, Director of Minority Engineering and Co-op, College of Engineering and Science. Ms. Ford, chair of the Experiential Education Program Task Force, presented the final report of that group to the Deans and answered questions. The task force had surveyed our campus and peer institutions to determine the availability and characteristics of experiential programs. The Deans will review the report and take action relative to the recommendations at the next CAD's meeting.

Minutes of the February 3 CAD's meeting were approved (Ford/Jacobs motion).

Minutes of the February 10 Instructional Policies Committee meeting were approved (Reagan/Jacobs motion).

Approval of Liberal Arts 589C:Seminar in Civil War Military History (Fall 1988)  
(Reagan/Emery motion).

Approval of Education 589C: Technology Planning and Staff Development and  
Education 594C: Internship Supervised School-based Experiences in Technology  
Planning and Staff Development (Spring 1998) (Emery/Reagan motion).

Meeting adjourned at 10:15 a.m.

The next item for discussion was Workload/Overload Policy. A workload committee had forwarded recommendations for consideration by the Council of Academic Deans. These were addressed as follows:

1. The Faculty Handbook statement--"**A base of nine credit hours per quarter or 27 credit hours per academic years will be the reference load for requesting and documenting a teaching load reduction.**" was determined to be a reasonable requirement. It was noted that a few teaching areas (nursing, developmental studies, labs) might be exceptions. Dr. Emery suggested that the Release Time Form be renamed the "Request for Reassignment of Quarter's Responsibilities." This would allow faculty to request either a reduction or increase to an assigned teaching load.
2. **It was decided that the Workload Policy as now stated in the Faculty and Staff Handbook is acceptable and workable with the workload policies now in place in the colleges.** The concurrence is that this broad policy provides the flexibility for college policies which are more discipline centered. Discussion indicated that college policies are being refined but for the most part are meeting college objectives.

3. **The current overload form is probably satisfactory.** Teaching overloads are not encouraged. A faculty member with a regular teaching load of less than six credit hours will not be considered for a teaching overload. An overload form submitted for approval should state the current teaching assignment (excluding overload course) and/or have the quarter's faculty workload form attached.
4. **There was agreement with the statement that "funds used to pay overloads must come from externally generated grant or contract funds unless other compelling reasons exist."**
5. Data on extension overloads will be collected for further study.

**Council of Academic Deans  
February 3, 1998  
Wyly Tower 1647**

Present: Rea, Benedict, Ford, Emery, Jacobs, McConathy, and Reagan

Dr. Rea asked for the Council's discussion and action relative to as distributed:

Actions:       Approved - Council of Academic Deans minutes of January 13, 1998  
                  Approved - Instructional Policies Committee minutes of January 20, 1998  
                  Approved - Graduate Council minutes of December 16, 1998  
                  Approved - 10/28/97 request for change in Ph.D. in Biomedical Program to 48  
                                  hours plus research/dissertation brought back to table for action and  
                                  approved.  
                  Approved - Graduate Council poll votes of 1/27/98 (with change to concentration  
                                  rather than emphasis)and 1/29/98 (adopted revisions to Graduate School  
                                  catalog section "System of Grading" as approved by majority of Graduate  
                                  Council membership)

Dr. Rea reminded the deans of the Academic Renewal policy and requirements as established by the Board of Trustees in 1995 and adopted and adhered to at Louisiana Tech.

Dr. Rea commented on the progress of departments to review and revise curricula toward reducing the required hours for completion. He encouraged areas not currently revising degree programs to do so.

Dr. Emery reported on his meeting with the University Senate concerning a Final Exam Schedule and Student Evaluations of Faculty. The Council supported the development of a survey instrument to collect input from faculty and students concerning a Final Exam Proposal. The Survey will be reviewed by CAD's and University Senate Executive Committee prior to distribution.

Dr. Rea reported that the Board of Regents has requested follow-up reports on programs identified in the Low-Completer review in 1994. Details from the Board will be forwarded to academic areas.

Dr. Rea reminded Deans that requests to the University Foundation regarding fund raising initiatives or contacts are to be routed through the Office of Academic Affairs as a matter of information and coordination.

Meeting adjourned at 10:10.

**Minutes of the  
Council of Academic Deans**

**January 13, 1998  
8:30 a.m., Wylly Tower 1647**

Present: Jo Ann Dauzat (for Andrews), Ford, Emery, Les Guice (for Benedict), Ed Jacobs, McConathy, Jacobs, and Reagan.

Dr. Rea asked Dr. Dauzat to begin the meeting by presenting and discussing a report, as chair, from the Curriculum Effectiveness Committee. She noted that the committee has identified **Expected Outcomes for All Tech Students** and will begin to collect data as to which outcomes are identified as components of courses and curricula. Surveying will begin with General Education Requirement courses. A survey instrument will be completed by a sample of GER course instructors. Dr. Rea and Council members expressed appreciation to Dr. Dauzat and the committee, noting that the efforts and results will be extremely beneficial to all academic programs. The Council endorsed the Committee's proposal and timetable. Dr. Dauzat will present the report to the Administrative and Planning Council as part of the Strategic Plan Update.

On a motion by Jacobs, seconded by Reagan, the Council ratified unanimously the Poll Vote actions of December 18.

Dean Jacobs presented requests to approve Liberal Arts 389, Liberal Arts 394, and Liberal Arts 489 as Tech Rome offerings for the summer 1998 and Liberal Arts 289 as a journalism course in the spring 1998. Courses were approved on a Jacobs/Emery motion

Dr. Rea distributed minutes of a meeting with Tech and Grambling administrators outlining plans for cooperative efforts between the institutions. Dr. Rea asked that each dean report progress in respective program areas and provide faculty exchange requests to him prior to February 1.

Dean Ford discussed a proposal relative to the issuance of report cards for the winter quarter. The proposal to distribute report cards from the Registrar's Office and then mail undistributed report cards after registration for the spring quarter was in developed inresponse to the compressed period between the time grades can be processed and mailed and fee payment for the spring quarter. After discussion, Dr. Rea asked that Dean Ford review the proposal, collect some additional information, and present a proposal for action at the next Administrative and Planning Council thereby insuring input and support campuswide.

Dean Ford next distributed and discussed a preliminary proposal from the Enrollment Management Council relative to an evening program—probably to be called TECH AFTER FIVE. Council members offered their support and cooperation in the development of this program.

Dr. Rea requested that the deans forward requests for expenditures through the Student Technology Fee to him so that those requests could be considered for final presentation to the Student Technology Fee Board. It was decided that submitted college requests will be discussed at the March 3 meeting of the Council.

Meeting adjourned at 9:45 a.m.