In Attendance: JL Albert, Dave Blumenfeld, Joan Carson, Ron Colarusso, Charlene Hurt, Fenwick Huss, Steve Kaminshine, Robert Moore, Robin Morris, Chris Rosenbloom. Ron Henry, Chair

The minutes of May 10, 2006 were approved.

Student grade appeal
Joan Carson mentioned that the Grievance Group reviewed the various student petitions/appeals policies in the each college. Joan Carson reported that the policies vary in each college and in the undergraduate catalog. Joan added that there should be a standard policy on student grade appeals regardless of which college the appeal begins.

Joan Carson mentioned that the Board of Regents encourages Alternative Dispute Resolution mediation on appeals. The University Ombudsperson is available to provide mediation between the student and instructor. The deans expressed concern with using the Ombudsperson for mediation. The deans would like to see data on the success of using mediation by the Ombudsperson Office. The deans added that mediation should be optional and not required.

Further discussion on the appeal process followed with review of the handouts on the grade appeal process. It was suggested that the student appeal process be called the same name within each college and the policy be listed in each college section of the undergraduate catalog.

Joan Carson commented that moving to a single policy may be needed for grade appeals and separate policies for appeals of a waiver or variance.

Joan Carson provided a handout from the University of Alabama-Birmingham Undergraduate Catalog which outlines grievances for academic and non-academic matters. The UAB policy outlines good language and procedures.

Joan Carson mentioned that a final student grade appeal policy should be in place by the time the Reaffirmation Report to SACS is due and in time for the updates to the Undergraduate General Catalog.

Graduate student appointments
Ron Henry reported that Dawn Davis and the committee reviewing the graduate student appointments policy are still working on the updates. The committee is working with personnel in each college to ascertain where gaps are in the appointment process.

Ron Henry mentioned that the policy should be ready for discussion at the next Deans' Group meeting. Fenwick Huss asked that the policy be sent to the dean's for review before the meeting.

Retention/Progression/Graduation initiatives
Ron Henry reported that June 23 is the deadline for departments to submit RPG proposals to the Provost. A committee has been appointed to evaluate the proposals and to send their ratings to the Provost. Ron Henry added that Valerie Miller from the department of Math & Statistics is the chair of the committee. Ron Henry commented that colleges may also submit proposals.

Ron Henry mentioned that requests for departments to develop retention plans will be strongly encouraged, but not mandatory.
Summer/fall enrollment
Ron Henry reported 105,000 credit hours for summer with 13,800 students enrolled. Ron Henry added that there is still time for students to enroll for the summer. The transient student enrollment should increase.

Ron Henry mentioned that freshmen enrollment is weak, but transfer student enrollment is robust. The deans questioned the reasons behind the weak freshmen enrollment. Ron Henry stated that higher SAT standards may be impacting the enrollment not only at Georgia State, but at institutions across the country.

Any other business
Ron Henry reported the following Deans' Group representatives to several committees. Fenwick Huss was elected to FACP and Ron Colarusso was elected to CBSAC.

Ron Colarusso mentioned that Lauren Adamson expressed interest in serving as the representative for CBSAC. Ron Colarusso asked Ron Henry to double check with Lauren Adamson.

Ron Henry reported that Steve Kaminshine will be the representative on the Strategic Planning Subcommittee.

Steve Kaminshine announced that the College of Law will be hosting a Legal Writing Instructors workshop with about 500 attendees in the lobby area of the Urban Life Center in June.

Steve Kaminshine mentioned that the College of Law has classroom space available this summer especially during the daytime hours if any college needs classroom space.

Charlene Hurt mentioned that old periodicals are being bound and sent to storage for a year. These periodicals did not have frequent usage. Charlene added that books are being shelved from the fifth and sixth floors to the seventh floor in the library.

There being no further business, the meeting adjourned.

Next meeting: Wednesday, June 14, 2006, 9:30-11:30 a.m., Golden Key Board Room, 2nd Floor Student Center.