

Academic Deans' Council
May 7, 2015
Provost's Conference Room
Minutes

Present: N. Allen, H. Braden, C. Jones, S. Keith, L. Mayrand, S. Tomlin, D. Topliff, J. Wegner

Minutes:

1. Topic: Minutes

Minutes were approved as written.
Responsible Party: N. Allen

Old Business:

2. Topic: TCCN Deadline (Don Topliff)

October 1 has been identified as the deadline for adopting the TCCN System where appropriate. Doing so will have a positive impact on transfer students.
Responsible Party: N/A; Informational

3. Topic: Posting Evaluation Data (Don Topliff)

Members discussed a process for posting chair and dean evaluations online. Additionally, D. Topliff discussed need to post IDEA student evaluations of faculty. He will discuss options with C. Braden. Members also briefly discussed alternate evaluation instead of IDEA form for administrators. Further discussion on the topic will occur at a future meeting.
Responsible Party: D. Topliff

4. Topic: Department Chair Reappointment Process (Don Topliff)

D. Topliff identified the following steps in the annual review of all department chairs and reappointment process for department chairs who have served at least three years:

- Appropriate deans will pay particular attention to those chairs who have served three or more years.
- Deans may e-mail faculty members for any additional input as a follow up to the IDEA form.
- Based on faculty input and their own evaluation, deans determine whether or not to reappoint department chairs.
- Deans forward a memorandum to the provost indicating the reappointment status of each chair. Each dean should keep all materials on file so that this information may be shared with the provost if the need arises.

Responsible Party: Deans

5. Topic: Legislative Update (Don Topliff)

Work continues on Hazelwood to mitigate impact on universities. ASU's TRB and special item look positive.

Responsible Party: N/A; Informational

6. Topic: Dual Credit Update (Don Topliff)

To date, ASU has identified 1,997 applicants for dual credit this fall.

Responsible Party: N/A; Informational

7. Topic: Budget (Don Topliff)

The University anticipates a 3% merit increase based on current salaries for AY 2015-2016. Faculty promotions will be added. The Faculty Senate is currently reviewing salary anomalies.

Responsible Party: N/A; Informational

New Business

8. Topic: Final Grades (Don Topliff)

D. Topliff asked members to monitor the submission of semester final grades to help ensure faculty meet the posted deadline.

Responsible Party: N/A; Informational

9. Topic: Committee Membership (Nancy Allen)

N. Allen asked members to submit names for university and college committees. Recommendations are due at 5:00 pm on May 19.

Responsible Party: Deans

10. Topic: Endowed Professorships (Don Topliff)

Faculty have received an e-mail detailing the availability of and submission process for vacant university professorships.

Responsible Party: N/A; Informational

Roundtable

Susan Keith

- Requests the ADC review number of graduate transfer hours accepted by the university.

Heather Braden

- Requests consideration of possible resources to assist students in preparing for the GRE.

John Wegner

- Presented Early Alert data to members. Further refinement of the data is expected as is an ongoing discussion about the effectiveness of Early Alert.

Adjournment