

**Academic Deans' Council**  
**June 18, 2015**  
**Provost's Conference Room**  
**Minutes**

**Present:** C. Jones, L. Mayrand, J. Miazga, P. Swets, D. Topliff, J. Wegner

**Minutes:**

1. Topic: Minutes

Minutes were approved as written.

Responsible Party: C. Parks

**Announcement:**

- ASU will hold an off-site Dual Credit In-service meeting Tuesday, June 23. A copy of the schedule was distributed for informational purposes only.
- B. May has approved the new policy on Carr scholarships. Students must complete 24 SCH per year and there will be a limit on the number of years a student may receive a renewal.

**Old Business:**

2. Topic: Suspension Policy (Don Topliff)

- S. Adam distributed a flow chart of a proposed process and a flow chart of a process based on the current OP. Members discussed options and determined the current OP should be followed. S. Adam will revise the process flow chart and send it to D. Topliff. The Council will discuss the suspension policy OP at a future meeting.

3. Topic: Grades First (Don Topliff)

- Grades First has been acquired by Education Advisory Board. D. Topliff has a meeting with the new company scheduled for July 27. The current license allows all faculty to have access and there are different levels of access available. D. Topliff proposed the initial roll out to faculty members be limited to one faculty member in each department. ASU has committed to Grades First for 3 years. Grades First will run in parallel with Degree Works for a time.
- J. Wegner will send out a new proposal for Early Alert to Council members.

4. Topic: New Student Orientation (Don Topliff)

- D. Topliff expressed appreciation of all the work put into NSO.
- It was noted that the Registrar's Office personnel put in a lot of hours. Members discussed ways to alleviate their load. It was proposed to look at processes currently being done by hand and determine what might be automated.

- J. Wegner requested input regarding any changes desired and what deans need before NSO events to make it easier for advisers.
- D. Topliff mentioned he will be attending a TCCAO meeting July 22 and will try to recruit other Provosts to have a group meeting with THECB and TEA regarding the TSI situation.

### **New Business**

#### 5. Topic: Transfer Hours – Graduate and Undergraduate (Don Topliff)

- Request for military students who attend OCS (or equivalent) to receive 12-15 SCH graduate credit. Proposed that Graduate Studies rewrite policy to accept more hours but include a statement that some programs may restrict hours. It was proposed that undergraduate programs may restrict hours as well. Proposals will be drafted and submitted for further discussion.

### **Roundtable**

Leslie Mayrand

The WED Center celebration is tonight to honor access to breast and cervical care for West Texas Expansion Grant. It is a come & go event from 4-6 pm.

Paul Swets

The new Visual and Performing Arts Department Chair is Chris Stewart.  
The new Civil Engineering Department Chair is William Kitch.  
15 students have declared a civil engineering major.

Clifton Jones

Howard College is working on creating internships for civil engineering.

### **Adjournment**