

Academic Deans' Council
August 13, 2015
Provost's Conference Room
Minutes

Present: C. Jones, S. Keith, L. Mayrand, J. Miazga, K. Schell, P. Swets, D. Topliff,
J. Wegner

Minutes:

1. Topic: Minutes from July 30, 2015
Minutes were approved as written.
Responsible Party: C. Parks

Announcements:

- D. Topliff informed members the funeral for C. Taylor is Saturday in Dallas. About 80 ASU students, faculty, and staff plan to attend.
- D. Topliff told members the three new department chairs were granted tenure at the recent Board of Regents meeting.
- The new student handbook was approved by the Board of Regents. D. Topliff will send an email with the pdf or a link to the pdf to members.
- D. Topliff reminded members the New Faculty Orientation meeting is Monday.

Old Business:

2. Topic: Budget Accountability (Don Topliff)
 - D. Topliff discussed appropriate use of funds. Dean's Discretionary funds come from tuition. Monies collected from students should not be used to purchase jackets or other apparel for use by faculty or staff.
3. Topic: TSI Conversation Continued (Don Topliff)
 - D. Topliff related that the Coordinating Board distributed information on HB505. There are 30 days to respond but changes are effective beginning with the 2015 fall semester.
 - D. Topliff asked for input regarding what ASU should do for next year and how ASU can help high schools administer the TSI test.
4. Topic: Budget (Don Topliff)
 - The salary raise letters were distributed.
 - The budget was approved by the Board of Regents.
 - The budget was able to balance without using Dual Credit funds.
 - Reserve funds have been built back up.
 - Instructional Enhancement and Distance Education funds will be distributed the same as last year as soon as the amount of funds is known.

New Business:

5. Topic: Procedures for Canceling Classes (Don Topliff)

- D. Topliff related a recent incident where a department chair tried to cancel 6 sections without going through the dean or Provost. Procedures need to be in place to cancel classes. This topic will be addressed and further discussion will be held at another meeting.

6. Topic: Updated Student Handbook and OP's (Don Topliff)

- D. Topliff informed members the student handbook was approved by the Board of Regents. Other OP's are now affected by the changes and will be reviewed.

Roundtable

John Wegner

- Some training has been completed for Grades First.
- Advisors in each college can be a resource for Dual Credit.
- Initiated a discussion on some USTD classes being taught by staff and not faculty. Asked for input on using advisors to teach these classes. Members agreed. J. Wegner will work out procedures.

Paul Swets

- The Holland Symposium is September 20-21. New speaker is Col. Eileen Collins, 1st woman to command the Space Shuttle.
- Clarified that the previous discussion of the suspension policy was regarding the first suspension. It was noted that policy agreed upon is not in current practice.

Susan Keith

- The IRB committee is undergoing changes. Appointments will be for 3 years instead of 1 year.

Leslie Mayrand

- Girls Night Out is August 24 at the Junell Center

Adjournment