

Academic Deans' Council
March 2, 2017
Provost's Conference Room
Minutes

Present: C. Gascoigne, C. Jones, S. Keith, K. Livengood, P. Swets, D. Topliff, J. Wegner

Minutes:

1. Topic: Minutes from February 16, 2017
Minutes approved as is.

Announcements:

- D. Topliff shared an incident that occurred over the last week of a student who responded to a posting on the ASU off-campus job posting page and was scammed out of a large sum of money. Preventive measures are being looked into to deter something like this happening again.

Old Business:

2. Topic: IE Distribution (D. Topliff)
 - D. Topliff shared the updated spreadsheet calculating IE funds to each College. Transfer of funds will happen early next week.
 - D. Topliff stated the Registration Assistants at New Student Orientation events will be paid with IE funds.
3. Topic: OP Update (D. Topliff)
 - D. Topliff said OP 06.29 draft has been approved by the Faculty Senate. The draft still needs work to be able to pass legal counsel. D. Topliff will review the OP, make changes and send a red-line draft to members and the Faculty Senate. The OP will be discussed at a future meeting. The Faculty Senate will be given the new draft but will not vote on it.
 - OP 06.23, 06.28, and 06.29 will go to the Board of Regents in May. D. Topliff will send red-line copies of all three OPs to members and to legal counsel.
4. Topic: Budget (D. Topliff)
 - D. Topliff informed members he and B. May went to Austin Monday. B. May testified before the House. He said they were also able to visit with a couple House members. The House and Senate bills are vastly different.

New Business:

5. Topic: Guest – Marie-Clare Prisco (D. Topliff)
 - M. Prisco presented information on the Circle Conference professional development program for office coordinators. Vision 2020 was used as a guide for the project. M. Prisco asked for support of the program both financially and in encouraging those employees eligible to take part in the program to participate. Funding is being sought from all departments/divisions for a once per year full day conference. There was some discussion. No decisions were made. Further discussion at a future meeting.

6. Topic: Promotion of Instructors (D. Topliff)
 - D. Topliff informed members M. Faz asked him if any current Instructors will be promoted to Senior Instructor beginning September 1 so the budgets can be adjusted appropriately. D. Topliff asked members to submit names as soon as possible. Instructors are eligible for the promotion after 5 years.
7. Topic: Block Scheduling (J. Wegner)
 - J. Wegner informed members the Grades First file-review students coming this fall have the last two NSO sessions dedicated to them. He asked for if/then statements from each College based on majors. A pilot program to pre-build schedules is being implemented with these students and eventually will be done for all incoming students. At NSO the file-review students will receive a paper with their courses already listed. Pre-build at other institutions has resulted in a decrease in the number of students put on probation at the end of the fall semester.

Roundtable

Kim Livengood

- The President Awards nominations are due the Friday before Spring Break.
- D. Topliff said Deans should make sure the department chairs know they must nominate a faculty member for at least one of the award categories.

Susan Keith

- 12 proposals were submitted to the Faculty Research Enhancement program. Funds available are not sufficient to cover all 12 proposals so there will be a competitive selection process.
- S. Keith and K. Plum attended an IACUC conference recently and learned a great deal. IACUC will be revamped and restructured here at ASU.

Adjournment