

Academic Deans' Council
April 27, 2017
Provost's Conference Room
Minutes

Present: C. Gascoigne, S. Keith, K. Livengood, L. Mayrand, J. Miazga, P. Swets, S. Tomlin, D. Topliff, J. Wegner

Minutes:

1. Topic: Minutes from April 20, 2017
Minutes approved as is.

Announcements:

- D. Topliff reminded members of the Deans and Department Chairs/Heads meeting this afternoon.

Old Business:

2. Topic: TSI (D. Topliff)
 - D. Topliff informed members the THECB said they do not have enough information to change the TSI cut scores at this time so changes have been put on hold. ASU will continue to use the current TSI cut scores.
3. Topic: Dual Credit Assessment (D. Topliff)
 - D. Topliff said he had a meeting on Dual Credit course assessment last week. K. Schell is leading the assessment effort on campus and will also lead on Dual Credit as well. The responsibility of Dual Credit course assessment will be given to K. Schell and not the department chairs.
 - Core course assessment is being worked on and a rubric will be created. An assessment kit will go to each Dual Credit instructor. One section of a core course at each high school will be assessed. The Dual Credit assessment process will be the same as on campus. Dual Credit instructors will be at ASU June 5-6 for training.
4. Topic: Discussion of 06.31 and 06.XX (D. Topliff)
 - D. Topliff said OPs 06.23, 06.28, and 06.29 are on the Board of Regents agenda for May. These OPs are effective September 1, 2017. Faculty up this year for tenure and promotion will be under the current policy.
 - OPs 06.31 and 06.XX(32) do not go to the Board of Regents. Members will discuss and make changes, the Faculty Senate will receive the new draft and it will be posted for the 5 days review.
 - OP 06.31 and 06.XX(32) was discussed. There were a few clarifications and changes suggested. D. Topliff will make the changes and send the drafts to members to then send to department chairs. Department chairs will review and then the draft will be sent to the Faculty Senate.
5. Topic: Budget (D. Topliff)
 - D. Topliff told members the committee members to reconcile the House and Senate versions of the budget have been named and should be meeting next week. Early indicators imply the Senate being amenable to the House version.

- The LBB modeling was wrong because their assumptions did not fit ASU. The Lt. Governor has instructed them to fix it.
- There has been no further word on the hiring freeze. Faculty hiring has not really been affected because they start September 1. The freeze is affecting the hiring of student workers and other hourly (non-exempt) employees.

New Business:

6. Topic: Purchasing Deadlines (D. Topliff)
 - D. Topliff mentioned the purchasing deadlines distributed by email last week and asked members to make sure their department chairs are aware of these deadlines as well.
7. Topic: Staff Reviews (D. Topliff)
 - D. Topliff mentioned the email from Human Resources regarding staff reviews. Reviews should be conducted beginning June 1 and are due to HR by June 30.
8. Topic: Dean and Department Chair Evaluations (D. Topliff)
 - D. Topliff informed members there are two documents distributed regarding evaluation procedures. One is the OP and the other document is of unknown origin and does not match the OP. The second document was distributed in error and it is the OP which should be followed.
 - The dean of the Freshman College will be evaluated by the GS 1181 faculty and the dean of the Graduate Studies and Research College will be evaluated by the Graduate Faculty. B. Hawkins is working with IDEA on these evaluations. The deans will receive a list of faculty who will be evaluating them. Staff is not included to participate in these evaluations.
 - The OP will be reviewed and revised if necessary. L. Mayrand volunteered to head this project.
9. Topic: Remnant Trust (D. Topliff)
 - D. Topliff informed members M. Fortin will make a presentation at the Deans and Department Chairs/Heads meeting this afternoon on the Remnant Trust. He asked members to encourage faculty to utilize the exhibit for their courses.
10. Topic: Curriculum Changes and Core Timeline (D. Topliff)
 - D. Topliff informed members the Core Curriculum Committee will meet before the first University Curriculum Committee meeting each year. The Core committee will meet in early September and the results of that meeting will then go to the UCC. D. Topliff said his goal is to hold one UCC meeting in the fall and one meeting in the spring.

Roundtable

Sharynn Tomlin

- Reminded members she will be at ACC Cedar Park for MBA program recruitment and is willing to take materials for other programs as well.
- Invited members to attend the ROTC commissioning May 12.

John Miazga

- Reported the CAEP Chair left yesterday and he was very pleased with ASU. The Chair will submit a report to the committee and it will be about October when we get a response.

Susan Keith

- Reminded members of the Undergraduate Research and Creative Endeavor Symposium and invited every to attend.

Paul Swets

- Informed members Dr. Terry Maxwell (Biology Emeritus) passed away.

John Wegner

- The schedule build for GradesFirst file-review students has been sent to C. Weeaks. Processing should be complete in a couple of weeks.
- Up & Coming Scholars graduation ceremony had 104 graduates. Of those 50% are already committed to attend ASU. D. Topliff said the President is already looking into expanding the Up & Coming Scholars program.

Don Topliff

- Informed members the President met with the Faculty Senate to discuss the state of the University. The Faculty Senate is working on an ethics statement. D. Topliff said more direct and graphic methods will be adopted to get the ethics message across to faculty.

Adjournment