

**Deans and Department Chairs/Heads Meeting**  
**February 2, 2017**  
**UC 203/204**  
**Minutes**

**Present:**

S. Bertolio, D. Bixler, A. Bolhari, K. Dickerson, S. Eoff, J. Forbes, M. Fortin, W. Gabbert, R. Garza, C. Gascoigne, K. Havlak, H. Howard, C. Jones, S. Keith, J. Klingemann, K. Livengood, J. Miazga, L. Musgrove, C. Pier, K. Schell, S. Snowden, C. Stewart, J. Summerlin, P. Swets, W. Taylor, D. Topliff, J. Wegner, S. Weise, R. Wilke, W. Wolfe.

**Minutes:**

1. Topic: Minutes from November 17, 2016.  
Minutes approved.

**Old Business:**

2. Topic: Assessment (Kraig Schell)
  - K. Schell gave a brief presentation on assessment. He informed members the faculty will be back in control of entering assessment data. He is working on a procedure to standardize the process and make it simple. He said he will come to each department to work on the procedures for entering data. He acknowledges one-size does not fit all but there still must be some standardization.
  - D. Topliff briefly talked about the student satisfaction survey results that B. Hawkins sent in an email. The information was distributed because it should be part of assessment – did any change result because of the survey.
3. Topic: Fifth Year Report (Don Topliff)
  - D. Topliff said the report must be submitted by April 19. The committees have already been established and this council will be much more engaged in the process this time. He said he was able to get examples of 5<sup>th</sup> year reports when he attended the SACS conference.
4. Topic: Probation and Suspension (Don Topliff)
  - D. Topliff informed members OP 10.07 implementation began September 1. At the end of the fall semester there were 91 suspensions and 22 appealed. Less than 10 appeals were approved. Members were encouraged to review OP 10.07 for details.
  - J. Wegner said a report for notification of suspensions to faculty is in the works. They are trying to configure the report so the faculty member only receives notice of their students and not everyone but right now the data can't be separated out yet.
  - The Registrar will now notify students of their academic standing at the end of each semester.
5. Topic: Faculty Evaluations (Don Topliff)
  - D. Topliff reminded members the 1<sup>st</sup>-year evaluations are due tomorrow.

7. Topic: Degree Works (Don Topliff)
  - D. Topliff told members the roll out will happen in the summer by Rambunctious Weekend for freshmen and all students.
8. Topic: Budget (Don Topliff)
  - D. Topliff informed members he, B. May, and A. Wright testified before the Senate Budget Committee last week. The Senate zeroed out the special item funding for everyone. That means about an \$8 million hit for ASU. The House will announce their budget committee chairs within the next couple of days and there will be a return trip to Austin to testify before the House.
  - Formula funding projection is \$3.2 million for ASU. Enrollment is up 40% over the last 2 years and SCHs are up 15-17%.

### **New Business:**

9. Topic: Hiring Freeze (Don Topliff)
  - D. Topliff told members the hiring freeze is effective immediately until September 1. ASU will continue down the path we're going. He said to continue to interview for the searches currently under way. There will be a process put in place to request a waiver but it is not in place yet. Waivers will only be requested for "mission critical" positions.
  - D. Topliff said the pay difference for 4x4 and 5x5 workloads will be determined next week.
  - D. Topliff said the schedule build should proceed with the expected increase in enrollment. He said scheduled courses will have faculty to teach them but we don't know exactly how that will be done yet.

### **Roundtable**

John Miazga

- Updated members on the theft incident with the 28 Korean student teachers. He said their spirits are good and have not let it color their impression of Texas or the US. They are all staying with hosts who are teachers and have been well cared for.
- The Region 15 superintendents have been invited to ASU February 17 at the Alumni Center.
- February 28 the principals of schools where student teachers are placed have been invited to ASU.

Kim Livengood

- The Faculty Senate will start publishing requests for the President's awards nominations soon.

Wrennah Gabbert

- Informed members the Midland Junior College counselors will be coming to campus.

John Wegner

- Stated more faculty are needed to teach GS 1181 courses because we are 200 seats short.
- 12<sup>th</sup> class day roster is being used for Early Alert. He is working with IT to fix data entry.
- Students have received an email informing them of the Upswing 1000/2000-level classes 24/7 tutoring pilot program beginning the spring semester.

Maurice Fortin

- The Remnant trust will be here next fall for the 2017 fall semester. The exhibit will be located in the Tucker Center. Special events are in the planning stages. Information will be sent to faculty soon.

Herman Howard

- Baseball broadcasting begins tomorrow.
- F. Madero is the graduate program advisor.
- Thank you to C. Gascoigne for providing funds for students to now be paid for broadcasting.

John Klingemann

- The Great War lecture series “Broken Bodies” is February 21 at 7:00 pm.
- S.C. Gwynne will give two lectures on his published book April 4.
- A History Fair/History Day at ASU is being planned.

Paul Swets

- The Moon Lecture will be in March.

**Adjournment**