

Academic Deans' Council
May 4, 2017
Provost's Conference Room
Minutes

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

Minutes:

1. Topic: Minutes from April 27, 2017
Minutes approved.

Announcements:

- D. Topliff reminded members of the Faculty Recognition dinner tonight.

Old Business:

2. Topic: Faculty Evaluations (D. Topliff)
 - D. Topliff informed members the IDEA faculty evaluations have been sent out to students. He said he received a couple of questions regarding students who are absent for most of the course being allowed to participate in the evaluations. There was some discussion. D. Topliff will speak to A. Hobbs about this issue and there will be further discussion at a future meeting.
3. Topic: Rodgers Awards Discussion (D. Topliff)
 - K. Livengood sent members a spreadsheet of the nominees and a rubric to use to assess each. There was some discussion of the rubric.
 - A few nominees do not meet some basic criteria for the awards such as meeting the minimum required employment period. There was some discussion. K. Livengood will send a revised spreadsheet that does not include those who are ineligible. The deadline for selection of award winners is May 12.
4. Topic: Blackboard Update (D. Topliff)
 - D. Topliff said R. Schkade has been in contact with most members in regards to a common blackboard template. D. Topliff said the template is for a common format not content. It has been learned that a common template is not required to facilitate real-time interface with Banner after all and therefore, fall courses will be put in Blackboard next week.
 - The renewal contract is still being negotiated. The new contract will be for a 2-year term.
 - Other software updates.
 - GradesFirst will be changed to a 2-year term.
 - Target X is being implemented by Enrollment Management.
5. Topic: Budget (D. Topliff)
 - D. Topliff informed members the Vice Presidents met earlier this week to discuss the University budget. Examples of University budget items are employee benefits, some IT expenses, and utilities. University budget expenses are expected to go up \$1.5 million the next fiscal year. The two largest budget items are health insurance and scholarships for Dual Credit.

- The LBB formula funding calculations were corrected and ASU will receive about \$1.5 million more in funds.
- D. Topliff said he will start working on budgets that are not impacted by the House and Senate bills.

New Business:

6. Topic: Graduation (D. Topliff)

- D. Topliff informed members there will be 981 students walk at graduation. Of that number approximately 300 are graduate students. He said C. Weeaks has asked that students wanting pictures with faculty members take those photos in the hall or outside because the auxiliary gym will be very crowded.
- D. Topliff said graduation numbers will continue to grow and we may need to revise how graduation is conducted. There was a short discussion. This subject will be addressed at a future meeting.

7. Topic: Dual Credit Instructor Summer Symposium (D. Topliff)

- D. Topliff said so far 30 Dual Credit instructors have signed up for the June 5-6 symposium. That is almost half of the current instructors. The June 6 workshops will be conducted by liaisons for specific areas. He will send members the symposium agenda by email.

8. Topic: Mission and Vision Statement (D. Topliff)

- D. Topliff informed members SACS requires a periodic review of the mission statement. The statement should be about two to three sentences long. The vision statement is more detailed.
- A committee will be created to review and revise the statements. D. Topliff asked members to submit nominations of members for the committee.
- Each College and department and/or program needs to have a mission statement. The mission statement must be entered in SPOL. The Deans' Council will review the statements and make sure they align with the University statement. The deadline for completion is mid-fall.

Roundtable

Carolyn Gascoigne

- Informed members David Faught received a Fulbright to go to Chile for the summer.

John Wegner

- The first NSO is May 19. Advising locations are still being determined. NSO information and agenda will be distributed next week. Because the new way registration is being done is slowing down the process a return to the old way of doing NSO registration is likely.
- He spoke with C. Weeaks regarding drop dates. The earliest drop date possible is after 61% of the course is completed.
- September 19 advisors will hold an open house for undecided majors. GradesFirst will be used to communicate with students.

Adjournment