

Academic Deans' Council
July 6, 2017
Provost's Conference Room
Minutes

Present: E. Ashworth-King, C. Gascoigne, S. Keith, J. Miazga, P. Swets, D. Topliff,
J. Wegner

Minutes:

1. Topic: Minutes from May 11, 2017, and June 20, 2017.
Minutes approved.

Old Business:

2. Topic: Budget (D. Topliff)
 - D. Topliff mentioned the email B. May sent to everyone regarding the budget situation. It is fully anticipated that a 1% raise will be given and market adjustments will also be looked at. All this will be done after the 20th class day and if a raise is implemented it will most likely be effective October 1.

New Business:

3. Topic: SPSS (D. Topliff)
 - D. Topliff said the cost for a campus-wide license was going to go up 15% to over \$49,000. He instructed IT to let the company know ASU was not interested in their product any longer. SPSS came back with an offer to waive the increase and charge the same as last year. Since individual licenses cost over \$1000 each and ASU currently has 136 licenses it was decided to use SPSS for one more year at the cost of \$42,687. The number of licenses is not based on the number of users but on IPEDS numbers.
4. Topic: Grade Calculations (D. Topliff)
 - S. Keith informed members of the results of her research of calculating grade point averages for graduate students. She talked about the Education Code law and distributed a spreadsheet on how other institutions in the Lone Star Conference calculate GPAs. The current process used by ASU is to enter grades for each student by hand into a 1990's DOS based program. There was some discussion. S. Keith was tasked by D. Topliff to put together a proposal and present it at the next meeting.
 - D. Topliff said there is a program being looked at that will calculate GPA from scanned transcripts.
5. Topic: Classroom Utilization (D. Topliff)
 - D. Topliff informed members he and J. Manning are looking into ways to improve space utilization. J. Manning is entering the fall schedule into a test environment to refine classroom usage and many factors are being taken into consideration. He said the fall classroom utilization schedule is already set and will not be changed.
6. Topic: Departmental Moves (D. Topliff)
 - D. Topliff said the Hunter Strain building is done except for final finishing and furnishing and the Archer building will be done January or February.

- Once Nursing, Physical Therapy, and Social Work are moved into the Archer building the Vincent building will be home to Engineering, Security Studies and Criminal Justice, and the Office of the Dean of the College of Science and Engineering.
- Classrooms will not be moved and will continue in the same space in 2018 Spring as was used for 2017 Fall.
- D. Topliff said no furniture will be moved per B. May. The new buildings will already have furniture provided for the new occupants so there will be no need to move furniture from previously occupied areas.

Roundtable

Paul Swets

- Informed members the numbers have been run on College Algebra enrollment. There are 125 students enrolled in the course that do not need it for their degree. P. Swets will distribute a list of these students to the deans for review and to share with advisors. The students who do not need College Algebra to complete their degree should be encouraged to take a different math course.

John Wegner

- NSO session July 15 currently has 330 registered to attend. More are expected and the cap has been increased to 350. A notice will be sent out so the number of workers scheduled to help can be increased to handle the higher number of students.
- The pre-printed cards did not work out very well for a number of different reasons. J. Wegner proposed not using them anymore. Members agreed and J. Wegner said he will contact departments and advisors to let them know the pre-printed cards will not be used.

Adjournment