

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

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

**Minutes:**

1. Topic: Minutes from July 6, 2017.  
Minutes approved.

**Announcements:**

- D. Topliff mentioned the TESOL program and the article on the program currently a lead story on ASU's webpage. He also mentioned he will be participating in one of their karaoke events next Wednesday.
- D. Topliff informed members the New Faculty Orientation agenda has changed and an update will be sent out. The Development Office approved to host new faculty members at the first football game in the President's Circle box. New faculty members will also participate in Ram Jam. D. Topliff asked members to encourage all new faculty to participate in events as much as they are able to.
- D. Topliff informed members the Celebration of 10,000 will be held September 14 and the event is being coordinated by the Development Office.
- D. Topliff said the Hunter Strain Grand Opening will be August 1 and he encouraged all to attend. The building was funded entirely by donor money.
- D. Topliff informed members the US Agriculture Committee Listening Session for the 2018 Farm Bill will be held July 31 here at ASU. Senators and their staff members, the Secretary of Agriculture, and about 475 farmers and ranchers will attend this event along with state and national commodity groups. A livestream will be available during the event. This is the only listening session scheduled for the Southwest.
- D. Topliff reminded members the West Texas Legislative Summit is August 1

**Old Business:**

2. Topic: Budget (D. Topliff)
  - D. Topliff gave members a new form from the Development Office. This form is part of the effort to coordinate requests to donors and limit multiple requests from various ASU entities and to coordinate activities with Development.
  - D. Topliff informed members summer salaries were budgeted at \$1.6 million. The actual summer salaries came to \$2.7 million. Summer session revenue will be looked at to see if income will cover the overage. Next summer will be more tightly controlled.
  - D. Topliff said at his TCCAO meeting there was much discussion of budgets and because of the cuts by the Legislature several institutions had to lay off some employees.
  - D. Topliff said the President is still committed to a 1% raise. The budget will be looked at after the 20<sup>th</sup> class day and the President will make a decision. There will not be any market adjustments to salaries at this time.

### 3. Topic: Retention (D. Topliff)

- D. Topliff shared a spreadsheet from B. Hawkins showing data for the Fall 2016 cohort and enrollment for Fall 2016/Fall 2017. There was some discussion on how the data numbers were arrived at and the limitations of the data and that it was clear other detailed reports are needed.
- J. Wegner will distribute a report to members by email that will show where the students who changed majors went to.
- D. Topliff shared a draft of the 1<sup>st</sup> to 2<sup>nd</sup> year Improvement Plan. The goal is to develop a coordinated plan. D. Topliff spoke with J. Flores and a group will be formed of representatives for each area to determine what data is needed and generate one list for all to work with.

### **New Business:**

#### 4. Topic: New Financial Aid Director (D. Topliff)

- D. Topliff introduced E. Kerestly to members. E. Kerestly gave a brief personal introduction.

#### 5. Topic: SACS (D. Topliff)

- D. Topliff sent members an electronic copy of the proposed revisions to the *Principles of Accreditation: Foundations for Quality Enhancement* document. It will be discussed at a future meeting. Sections 6, 7, and 8 are particularly for academics. The document will be voted on by SACS in December.

#### 6. Topic: Advisor Evaluation (D. Topliff)

- D. Topliff said new SACS requirements add assessment to evaluation of all non-academic personnel. A system will need to be developed to implement this requirement that will be used by all. There was some discussion. J. Wegner will organize the professional advisors to put together a proposal and a standardized form. Further discussion will be held at a future meeting. The faculty part of this issue will be discussed and worked on at a future meeting as well.

### **Roundtable**

#### Paul Swets

- Informed members he, C. Gascoigne, K. Mikulik, and K. Schell attended the assessment conference in Austin last week.

#### John Wegner

- Total number of students attended NSO sessions is 1589. The same format will be kept for next year but some changes will be made to spread the number of students more evenly over all sessions.
- Each advising card in the 3.5 foot tall stack in J. Wegner's office will be reviewed to see if there are any consistency problems.

#### Clifton Jones

- Asked for clarification that the College of Graduate Studies and Research determines a graduate student's GPA is what is listed on the official transcripts for the student. No calculations will be done. D. Topliff confirmed this is so.

### **Adjournment**