

Academic Deans' Council
October 26, 2017
Provost's Conference Room
Minutes

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

Minutes:

1. Topic: Minutes from October 5, 2017.
Minutes approved.

Announcements:

- D. Topliff reminded members the Library rededication is Friday at 2:00 pm. He asked everyone to attend if they are able.
- D. Topliff told members he met with a person at the Coordinating Board Wednesday. The Coordinating Board in the past required institutions to hire faculty for a new program before the program went to the Board for approval. Now a hiring plan will be required.
- D. Topliff told members he had dinner last week with the TEA Commissioner and he will be going to Austin next week for a committee meeting on dual credit. There was a brief discussion of issues arising from students graduating high school with an associate's degree as well.

Old Business:

2. Textbook Adoptions (D. Topliff)
 - D. Topliff reminded members all textbook adoptions must be done through the Bookstore by the deadline date stated by the Bookstore. He asked members to encourage faculty to get this done.
3. Chairs and Professorships (D. Topliff)
 - D. Topliff informed members some of the chairs and professorships do have a "quasi endowment" for funding. "Quasi" means no outside group provides funding; all money comes from the University and is generated by the principal funds designated for each chair/professorship.
 - D. Topliff said in the past some chairs/professorships have been given the option to take the funds as salary or M&O. All future funds will be given as M&O. He said the President at some time in the past already added chair/professorship money to salaries.
 - D. Topliff said he will send the list of chairs and professorships that have funds to members. The Faculty Senate is currently working on the review and revision of OP 06.21. There will be further discussion at a future meeting.
4. OP 06.23 (D. Topliff)
 - D. Topliff said there has been some questions come up in the department faculty meetings with the President and Provost on this OP. There are some typos that need correction as well as some substantive changes in the 3rd year review and evaluation sections. There was some discussion of possible changes needed to the peer review committee forms as well.

5. Topic: Budget (D. Topliff)

- D. Topliff said the President has given permission to create proposals for differential tuition. D. Topliff asked for differential tuition proposals from Business, Engineering, and Nursing. He said key points of the proposals should be an estimate of revenue that would be generated based on courses and how the funds will be spent. The funds must be spent on things related to a major. Salary increases are not allowed. He said the timeline to get these proposals done is very tight because they will be submitted at the December Board of Regents meeting.

New Business:

6. Topic: Research and Grant Proposals (D. Topliff)

- D. Topliff asked members to remind their department chairs and faculty that all proposals must be routed through the proper channels for approval.

7. Topic: Digital Access (P. Swets)

- P. Swets informed members the IT Committee for the College of Science and Engineering is working on a digital accessibility action plan to comply with the federal laws coming into effect in January 2018, Section 504 of the Rehabilitation Act of 1973 and Americans with Disabilities Act of 1990. He will send the plan draft to members. Discussion of the issue will be held at a future date.

8. Topic: Commencement (C. Gascoigne)

- C. Gascoigne brought up the issue of who gets to walk when at graduation. The only guidelines she could find were in minutes from a Deans' Council meeting in 2008. She said in the College of Arts and Humanities only 50% who walk early never finish the degree. There was some discussion. D. Topliff informed members Texas Tech University is eliminating their August graduation so it is likely ASU will as well.

Roundtable

Paul Swets

- P. Swets asked about the timeline for Tenure and Promotion criteria from the department chairs. D. Topliff said the criteria needs to be done as soon as possible to be in place for the upcoming spring semester. Criteria are needed for tenured, tenure-track, and non-tenure-eligible faculty.

Adjournment