

Academic Deans' Council
January 4, 2018
Provost's Conference Room
Minutes

Present: C. Gascoigne, C. Jones, S. Keith, J. Miazga, P. Swets, D. Topliff, J. Wegner

Minutes:

1. Topic: Minutes from December 7, 2017.
Minutes approved.

Announcements

- The spring University Assembly is Wednesday, January 17, 4-6:00 pm. Everyone should attend.

Old Business:

2. Topic: Faculty/College Moves (D. Topliff)
 - D. Topliff said the Archer College is mostly moved into the new building already. He said before faculty can move into the vacated office spaces the offices will be refurbished. He said he has met with facilities and IT representatives and the order of moves has been worked out. First to move will be the Science and Engineering Dean's office and staff, then the Freshman College Dean's office and advisers. No move dates have been set yet. After these moves will be Security Studies and Criminal Justice to the Vincent building, Human Resources and Accounts Payable/Controller's Office will then move to the Hardeman building, and last to move is Engineering.
 - D. Topliff said the floor maps provided need to be used to indicate who is to move into each office. Faculty must box up all belongings and have the boxes ready for the movers to take to the new office space. The faculty member needs to dispose of any personal belongings they don't want themselves. Desks and file cabinets must be empty.
3. Topic: Summer/Fall Schedule Build (D. Topliff)
 - D. Topliff said C. Weeaks sent the build schedule to everyone. He reminded members the summer classes must have high enrollment to be approved.
4. Topic: Summer Compensation (D. Topliff)
 - D. Topliff reminded members the summer compensation plan is the same as last year but no more scheduling of multiple sections of courses with each having minimum enrollment.

New Business:

5. Topic: Enrollment (D. Topliff)
 - D. Topliff told members the reports from Jeff were sent out to everyone recently. It is projected that enrollment will be up 322 students for the spring semester. The report does not include Dual Credit students and compares 2016 numbers to 2017 numbers. The enrollment for 2018 fall is projected to remain flat at this time.
 - D. Topliff said there will be over-realized revenue from 2018 spring enrollment. He said he will calculate IE funding next week and after the 20th class day will finalize the calculations and transfer funds to the college IE accounts.

6. Topic: Core Committee/UCC Dates (D. Topliff)

- D. Topliff said he will send out the UCC dates by email. The Core Committee meeting has been scheduled for Thursday, January 18. He told members the paperwork needs to be done to submit proposals for core course additions because these proposals will be discussed at this meeting.

7. Topic: EAB (D. Topliff)

- D. Topliff informed members the contract was signed with EAB before the break but implementation won't be until fall. The suite of products includes a text messaging system and retention related modules.
- J. Wegner said Mechelle Reed started in her position as academic coach yesterday. A cohort of students with ACT scores of 19-20 will be chosen for her to work with.
- D. Topliff informed members he has asked B. Hawkins to gather Clearinghouse information to create a report on where and why students transfer out of ASU.

Roundtable

Paul Swets

- The Moon lecture is Monday, March 19.

Carolyn Gascoigne

- The Foreign Affairs lecture is Thursday, February 22. Dr. Jack Matlock, former ambassador to the Soviet Union and special assistant to the President, will be the featured speaker.

John Wegner

- Informed members the suspension appeals committee is meeting Monday. At the end of the fall semester there were 348 students identified for suspension but only 138 actually will be suspended.
- In the spring semester there will be 3 sections of GS 1181 for students who failed the GS 1181 class in the fall semester. Each class will have the maximum 10 students.
- T-section courses were briefly discussed. D. Topliff asked to run the numbers again to evaluate changes already implemented and look at success rate.

Adjournment