

Academic Deans' Council
January 11, 2018
Provost's Conference Room
Minutes

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

Minutes:

1. Topic: Minutes from January 4, 2018.
Minutes approved.

Announcements

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

Old Business:

2. Topic: Enrollment (D. Topliff)
 - D. Topliff told members the reports for projected spring enrollment were sent out from Jeff. Projected enrollment for 2018 fall is still being worked on but based on housing numbers enrollment should be up 40-50 students.
3. Topic: Summer/Fall Schedule Build (D. Topliff)
 - D. Topliff reminded members the build schedule has been finalized by C. Weeaks and everyone should have received it.
4. Topic: Core Committee/UCC Dates (D. Topliff)
 - D. Topliff said the Core Committee meeting has been rescheduled for January 19 at 3:00 pm and will discuss proposals for core course additions. Recommendations will then be sent to the specially called University Curriculum Committee which will meet February 2 to decide on what is presented to the Coordinating Board.

New Business:

5. Topic: Marketable Skills (D. Topliff)
 - D. Topliff said by law there must be a list of marketable skills posted in a conspicuous place for every program and ASU must send in a report of what percentage of programs have marketable skills posted. He said the department chair and 3-4 faculty members should work on this list and may use the program learning goals to develop the list. The list must be posted on every website and be specifically identified as "marketable skills". The list may be put in the Catalog as well.
6. Topic: Degree Works (D. Topliff)
 - D. Topliff shared a spreadsheet of the 1,455 students still in CAPP but who are not in Degree Works. Students on the list who are graduating in May or August or who can be moved to a new catalog should be identified and moved into Degree Works. He reminded members the two programs were to run concurrently for only one year and that year is up.

7. Topic: Class Starting Times (D. Topliff)

- D. Topliff informed members the President spoke with him regarding the issue of non-standard start times on some courses held Mondays, Wednesdays, and Fridays. For example a 75-minute course starting at 9:30 am prevents students from enrolling in classes that start at 9:00 am, 10:00 am, or 11:00 am and also affects GS 1181 courses. D. Topliff said 75-minute courses can't start until after 1:00 pm on Mondays or Wednesdays.

8. Topic: Curriculum Issues (D. Topliff)

- D. Topliff said there are concerns regarding several curriculum issues. Every program needs to be reviewed to determine what is necessary for students to know for that particular degree. There was some discussion regarding labs, t-sections, and core. D. Topliff said a decision on t-sections needs to be made within the next two weeks for schedule build. He said advisors need to be brought in on this as well.

Roundtable

John Miazga

- Informed members a group of 30 Koreans will be coming here for one month.

Carolyn Gascoigne

- Informed members she has an issue with a large number of small classes for the 2018 spring semester because of the move to the 5x5 schedules.

John Wegner

- Informed members he will send out a list of students who are registered for a 2018 spring course but failed the prerequisite for that course.
- Advisors will now be included in the group to receive the list of students on Financial Aid probation.

Adjournment