

Academic Deans' Council
November 15, 2018
Provost's Conference Room
Minutes

Present: C. Gascoigne, M. Gritter, C. Jones, J. Miazga, P. Swets, S. Tomlin, D. Topliff, J. Wegner

Minutes:

1. Topic: Minutes from November 8, 2018. Minutes approved.

Announcements

- D. Topliff had no announcements

Old Business:

2. Topic: Guests (D. Topliff)

- Mr. Kerestly (Financial Aid) and Ms. Weeaks (Registrar)

Discussion was led by Mr. Kerestly about how student attendance affects the financial aid that students receive. The compliance and responsibility of reporting not only attendance in class, but in all classes the student enrolls in, including online courses, is crucial.

Ms. Weeaks spoke regarding processes used for contacting faculty regarding their course rosters. This information is used by Financial Aid. Attendance reporting is important. Initially, Mr. Kerestly will meet with the Faculty Senate to see if there may be a better process to lay out the reporting of student attendance. Dr. Topliff said this would be discussed more at the Vice President level.

3. Topic: OP 06.02 (D. Topliff)

- D. Topliff discussed the Academic Workload Calculation Policy and some of the proposed changes. Additional changes will be added and presented to the Dean's Council. This policy would then go to the Board of Regents for approval.

4. Topic: Curriculum (D. Topliff)

- D. Topliff talked about the proposed curriculum changes for the November University Curriculum Committee meeting. Discussion on the BIS Interdisciplinary Math Teacher Certification program and the core curriculum was held.

5. Topic: Budget (D. Topliff)

- D. Topliff met with the Faculty Senate Executive Committee to answer questions about step raises for faculty. Dr. Topliff explained how full-time freshman enrollment is down and the impact of those numbers on the budget. As student retention grows, so does the budget. He also talked about the dashboard he used to see the number of students in each section and why there are small class sizes.

Roundtable

Dr. Swets

- Discussion about an operating policy (step raises for full professors) that never came to fruition. Dr. Topliff explained why the policy was not approved and how certain situations were handled with market adjustments.
- The topic of when drop date for students happens and the pros/cons of moving this date.

Adjournment