

Academic Deans' Council
January 10, 2019
Provost's Conference Room
Minutes

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

Minutes:

1. Topic: Minutes from December 6, 2018.
Minutes approved.

Announcements

- D. Topliff informed members the Faculty Excellence Awards presentation is January 28 and all should attend. He said the email invitations to the Service Awards event on January 31 have been sent.
- M. Gritter said the Open Educational Resources (OER) workshop will be held January 25. The staff session will be 10-11:30 am and the faculty session will be 1:30-3:30 and registration is required.

Old Business:

2. Topic: Dean Searches (D. Topliff)
 - C. Gascoigne said the College of Education Dean position received 22 applications. She said about ¼ look promising. The search committee will meet in seven days to go through all the applications.
 - P. Swets said the College of Graduate Studies and Research Dean position received 16 applications. The search committee will meet February 15 to review.
 - D. Topliff informed members C. Gascoigne submitted her resignation effective the end of the academic year. He said J. Wegner has agreed to chair the search committee. The committee will be formed soon and the job posting will go up within a couple of weeks.
3. Topic: EAB (D. Topliff)
 - D. Topliff informed members he and J. Wegner had a conference call with EAB on Monday regarding the risk model specific to ASU they have been working on. The model will be release sometime next week. The data is on student cohorts from 2008-2012. D. Topliff said he will send information from the conference call to members by email.
4. Topic: Faculty Evaluation (D. Topliff)
 - D. Topliff informed members he went through all the evaluations over the winter break. He said he was generally pleased with student feedback. D. Topliff mentioned there is no standardization of what is being pulled from IDEA to be included in the evaluation packet and he is working with Accountability staff to provide guidelines of what should be included and where to find what should be included.
5. Topic: Promotion and Tenure Issues (D. Topliff)
 - D. Topliff said the first go-round with the new policy was okay, not perfect, but okay. He said the student evaluation part needs to be worked on. D. Topliff informed members he will start meeting with each faculty member up for tenure and/or promotion to discuss portfolios. He asked members to talk to department chairs to make sure department

criteria has been reviewed and approved by the dean and provost and has been made available to all faculty members. D. Topliff said vote results need to be looked at and documented and the documentation must be included.

6. Topic: Budget (D. Topliff)

- D. Topliff said the spring numbers won't be out for another couple of weeks.
- D. Topliff told members some purchase requests may get returned due to HUB vendor issues. The Purchasing department sent out an email regarding this issue and he asked members to be sure to review it.

New Business

7. Topic: Faculty Incentive (K. Plum)

- K. Plum discussed with members the new Research Incentive Program for faculty members. She said this program has been wanted for a number of years but funding was an issue. Money became available through the College of Graduate Studies and Research, therefore, the program requires graduate students must benefit from the program. K. Plum said any faculty member putting together research projects are eligible for this salary supplement program. She said information will be distributed to department chairs and faculty members by email by tomorrow afternoon and the program is effective immediately.

8. Topic: Small Classes (D. Topliff)

- D. Topliff told members to be sure to monitor small classes.

Roundtable

Paul Swets

- Provided members with an update on dropping students from courses they are enrolled in but haven't completed the prerequisites for. He said the Registrar is investigating making drops automatic but until that process is implemented a report to deans with a list of these students will be provided.

John Wegner

- Informed members the non-course-based schedule build is working well.
- He said the 2nd year retention group will talk to deans to present to departments. J. Wegner said a proposal for each department to identify a department retention liaison is being put forth. This liaison position would count toward service credit. J. Wegner reported as of Monday retention is at 56%. He said about 50% of the students we are losing are in good standing and about 25% are transfers.

Adjournment