

Academic Deans' Council
February 7, 2019
Provost's Conference Room
Minutes

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

Minutes:

1. Topic: Minutes from January 31, 2019.
Minutes approved.

Announcements

- D. Topliff reminded members the Writers Conference is coming up February 21-22.
- J. Miazga reminded members the Superintendents Day is February 14. The meeting is 9 am to 12 pm. He invited all deans to attend the luncheon at noon and said they are welcome to attend the meeting as well.
- C. Gascoigne reminded members the Foreign Affairs Speaker program is February 19.

Old Business:

2. Topic: OP Updates (D. Topliff)
 - D. Topliff told members the SACS 5th year report process revealed some problems with a few OPs, including but not limited to:
 - OP 06.04 will be revised to add a sentence regarding a tenure-track position requiring a terminal degree.
 - OP 04.11 is out of date and is in the process of being revised.
 - OP regarding Dual Credit is almost ready for posting and review.
3. Topic: Budget (D. Topliff)
 - D. Topliff said the 20th class day is soon and once the over-realized revenue is determined he will calculate spring disbursements and C. Parks will make the transfer of funds.

New Business

4. Topic: SACS Substantive Change (D. Topliff)
 - D. Topliff informed members SACS voted to increase fees by \$500.
 - D. Topliff said to expect at least a 6-month review and approval time for substantive changes but it will most likely taken even longer. He said changes must be approved by the Executive Board but they are only required to meet twice per year (July and December). The Executive Board is talking about meeting more frequently but no decision has been finalized.
5. Topic: BIS and BGS Changes (D. Topliff)
 - D. Topliff told members it has been talked about for a while to change the BIS degree to do a couple of things. There are a number of students who need the BIS as an off-ramp to actually earn a degree. Right now students within a very few hours of earning a degree either transfer out of ASU or just never finish the degree. The undeclared students may also profit from this degree.

- J. Wegner says a proposal is coming forth to change the BIS degree from three minors to two minors and become a completion degree. He said the next idea is to create a Bachelor in General Studies (BGS) degree made of entirely on-line courses. It has not been determined where the BGS degree would be housed. The decision was made to create a group to discuss a potential BGS degree. Members are to submit names to J. Wegner.

6. Topic: Guest (J. Akin)

- D. Topliff introduced J. Akin to discuss two issues.
- J. Akin said the Development Office has been approached to send an Alumni newsletter. She said such a venture will require a lot of behind the scenes work to set up and manage correctly. The Development Office will work with Colleges to create a newsletter process and work together to accomplish the task. J. Akin proposed creating a group of representatives from Communications and Marketing, Development, and Academics to discuss what the needs are, what the process should be, and who will be responsible to actually coordinate and send out the newsletter. D. Topliff asked for names for this group.
- J. Akin informed members ASU is changing the strategy in how we participate in the annual San Angelo Gives fundraising event. She said the deans will be more involved in the future. J. Akin said the Area Foundation allows only so many organizations to participate and more information will be forthcoming. San Angelo Gives will be May 7.

Roundtable

Carolyn Gascoigne

- Informed member three candidates for the College of Education Dean position will be coming to campus in the next few weeks. The Deans' Council will meet each candidate at 9:30 am in the Provost Conference Room. Dates will be communicated soon.

John Wegner

- Reminded members it was agreed on that official degree plans (ODP) need to be filed but no deadline was set. He said a paper form is the only option right now. The Advisors will be completing ODPs. J. Wegner asked a group be formed to work on an outline of the process. He suggested the group be composed of Advisors, office coordinators/admin assistants, faculty advisors, and the Registrar. D. Topliff asked members to send names to J. Wegner and he will coordinate the group.
- J. Wegner said the drop process is a paper process right now but there is an electronic process already created. He said he will send members information. J. Wegner informed members a pilot program will be in place in the summer terms regarding the process for late drops filed. He said a small committee will be created to review the late drop filing and make a determination.

Adjournment