

**Academic Deans' Council**  
**January 30, 2020**  
**Provost's Conference Room**  
**Minutes**

**Present:** S. Clouse, C. Jones, J. Klingemann, C. Kreidler, L. Mayrand, M. Salisbury, P. Swets, D. Topliff, J. Wegner.

**Minutes:**

1. Topic: Minutes from January 23, 2020.  
Minutes approved with correction.

**Announcements**

- D. Topliff reminded members of the Black History Academic Presentation in the CJ Davidson Monday at 6:00 pm and encouraged attendance.

**Old Business:**

2. Topic: EAB Contract (D. Topliff)
  - D. Topliff said he had a conference call last week and shared the email response from EAB to that discussion. The response was a proposal for a 3-year contract instead of a 5-year contract. The 3-year contract cost is a total of \$546,717. D. Topliff said negotiations are not concluded. He said the current EAB contract ends in December 2020.
3. Topic: Acadeum (D. Topliff)
  - D. Topliff informed members Acadeum representatives were on campus yesterday. He said Acadeum is the go-between between Universities for filling online courses. D. Topliff said if ASU participates in this consortium the program will only be offered to ASU students if for whatever reason a course can't be taken at ASU. He said the program will be very strictly controlled. ASU will have access to other institution's faculty credentials.
  - J. Wegner said the pilot program will run in the Spring B term and will be for Core courses only. He said about 15 students will be offered the program. J. Wegner explained the process for students to request to register and said the approval process is not set yet. He said ASU will choose which specific institutions will participate in the program. J. Wegner said Acadeum has criteria institutions must meet to be part of the consortium.
4. Topic: Title V Grant Proposal (D. Topliff)
  - D. Topliff informed members he had an interesting week of responses to Title V information and misinformation that has been going out. He gave a couple of examples. D. Topliff said to be aware this misinformation does not stay on campus and may affect donations to the University. He said if anyone has a concern to come to him to discuss it.
  - D. Topliff said the Distance Education account is paying for all Instructional Designers salaries but the IDs are sometimes being used for other things than DE and this is an audit issue. He said as long as salaries are out of DE funds that is what they must work on.

## **New Business:**

### **5. Topic: Hiring Procedures (D. Topliff)**

- D. Topliff informed members OP 06.04 Appointments and Reappointments to the Faculty will be revised. He opened a copy of the OP and pointed out the statement regarding commitments for faculty appointments. D. Topliff said department chairs do not have the authority to tell anyone they are hired. He said no offer may be issued until a background check has been conducted. D. Topliff said he is working with the Human Resources Director to come up with a process to address the background check and job offer. He said the policy will be revised to include proper language for department chairs to say to the prospective employee. D. Topliff said the Faculty Senate will work on revising the OP and the Human Resources Office will work on revising the corresponding HR OP. D. Topliff asked members to make sure the department chairs know they do not have any authority to tell anyone they are going to be hired or make any kind of offer. He said this issue will be discussed at the Deans and Department Chairs/Heads meeting.

## **Roundtable**

### **Crystal Kreitler**

- Expressed she was pleased faculty are asking questions and are engaged.
- The request for faculty award nominations was sent out yesterday. She asked members to encourage nominations.
- Asked members to encourage faculty to complete the bookstore survey sent out yesterday.

### **John Wegner**

- Asked members to remind chairs to put classes on the matrix and work with advisors.
- Said he checked enrollment projection numbers for the 2020 fall. He said it is very early but numbers are expected to be flat or slightly higher. He said there are 250 NFTs online only and is due to Dual Credit hours earned.
- D. Topliff informed members Boerne ISD has signed on for Dual Credit with ASU and two more high schools will be coming online as well. This will add about 1,800 Dual Credit students.

## **Adjournment**