

Deans and Department Chairs/Heads Meeting

November 21, 2019

UC 203/204

Minutes

Present:

E. Ashworth-King, K. Beran, D. Bixler, R. Castro, S. Clouse, K. Dickerson, M. Dixon, E. Dođdu, S. Eoff, J. Forbes, W. Gabbert, M. Gritter, K. Havlak, B. Hawkins, J. Klingemann, K. Livengood, F. Madero, C. Matz, L. Mayrand, M. Pace, C. Pier, J. Pierce, C. Runyan, M. Salisbury, S. Snowden, T. Starkey, C. Stewart, P. Swets, W. Taylor, A. Tiger, D. Topliff, S. Tomlin, G. Vargas, J. Wegner, K. White.

Minutes:

1. Topic: Minutes from September 26, 2019

- Minutes approved.

Old Business:

2. Topic: Graduation (D. Topliff)

- D. Topliff informed members there will be two graduation ceremonies in December and no speaker.

3. Topic: Enrollment (D. Topliff)

- D. Topliff informed members down a little in NFT freshmen by about 100 students, Dual Credit enrollment is up. First to second year retention is up 2%. There are several new high schools coming on in the spring to teach Dual Credit.
- D. Topliff shared a spreadsheet comparing Fall 2017, 2018, and 2019 SCH numbers for Dual Credit, face-to-face, and Distance Education. DC and DE increased but face-to-face decreased. The decrease calculates to 53 classes not being taught.
- D. Topliff said to look at upper-division courses to put online. He said completion degrees are needed. The courses should probably be in an 8-week format.

4. Topic: Security Camera Access (D. Topliff)

- D. Topliff said some personnel retained security camera access but access was removed from a lot of people on campus because of privacy laws and some misuse. He said there are over 1000 cameras on campus. The value of these security cameras was clearly illustrated this last week with a couple of arrests made. D. Topliff said if panic buttons are needed, these can be installed.

5. Topic: Class Caps Committee (D. Topliff)

- D. Topliff said the third meeting of the committee is tomorrow and the work has been really good so far. A survey was sent out last week to faculty and about 350 students and 200 students had responded within two days. The committee has identified some issues that can have an impact on utilization of classrooms. The committee will create a white paper detailing results of what has been found and give some recommendations. Implementation of any recommendations will not happen until fall 2020.

6. Topic: OP Revisions (D. Topliff)

- D. Topliff said the 10-year reaccreditation process began this morning. He said all OPs will be reviewed to make sure they match what we say we are doing. D. Topliff said OP 06.23 is up for review. A Faculty Select Committee is required and most colleges have held elections. Once all the committee members are in place D. Topliff will call the first meeting to begin the OP review.

- D. Topliff said OP 04.11 regarding Distance Education is also up for review. This OP needs a complete rewrite. The committee will hold its first meeting within the next two weeks.
- D. Topliff informed members the Suspension and Probation policy needs to be revisited. He said the current policy has helped students but certain issues need to be looked at.
- D. Topliff said a new policy has come down from the Texas Tech University System which will be released for review/comment next week. He said to be sure to carefully review the policy.

New Business

7. Topic: Acadeum (D. Topliff)

- D. Topliff said this company accumulates excess capacity in online courses across institutions under contract. He said this service is being looked into and a pilot program may be run in Spring A or 2020 Summer. There was some discussion of this service. D. Topliff said ASU has the ability to say which institutions we partner with and which courses are acceptable. He said the pilot will be very tightly controlled and members will be apprised of results of the pilot before any decisions are made to expand use of Acadeum.

8. Topic: Tuition Proposal (D. Topliff)

- D. Topliff informed members the University will present a tuition proposal to the Board of Regents at the December meeting. The proposal covers the next biennium (fiscal year 21 and fiscal year 22). He said there are two types of tuition: designated tuition, which the institution sets; and statutory tuition which is set by the Legislature. There was a brief discussion. D. Topliff said full details will be disseminated after the Board of Regents approves the proposal.

9. Topic: SACSCOC (D. Topliff)

- D. Topliff said the first working team meeting was held this morning for the 10-year reaccreditation process. He said this is a long, drawn out tedious process but it must be done.
- B. Hawkins said all committees have been given the standards. She said evidence pieces are needed such as all committee meetings agendas and minutes. Almost all committee chairs are attending the SACSCOC meeting in Houston in a couple of weeks and all will attend the orientation meeting in December 2020. The goal is to have a draft already done for orientation.

10. Topic: Faculty Development and Training (D. Topliff)

- D. Topliff said there have been a couple of situations this semester that indicate faculty didn't understand how to deal with disruptive students. He said it is apparent training is needed on classroom management and dealing with disruptive students to make sure faculty know what they can and cannot do. D. Topliff said everyone should be familiar with Maxient. Maxient is the portal which faculty and staff should use to report student conduct issues. D. Topliff said the week before school starts in the spring there will be two sessions conducted by outside experts in classroom management. At this time attendance will not be mandatory. He asked if members have any other faculty development ideas to let him know.

Roundtable

Shirley Eoff

- Said eleven students attended the National Collegiate Honors Council Conference representing nine departments.

John Wegner

- Said the retention liaisons are beginning a push to get students in good standing to enroll before the holidays.

Wrennah Gabbert

- Informed members the Nursing CCNE reaccreditation process final decision will be made in May and ASU will be informed of the decision in July. The site visit found no compliance issues and had no recommendations.

Brandy Hawkins

- Said SPOL must be completed and to come to the open sessions now going on.

Meghan Pace

- Informed members there are 244 international students enrolled representing 28 countries. The Passport Office is in recertification process. There are seven study abroad programs for 2020 summer and December 1 is the deadline to submit proposals.

Sharynn Tomlin

- Informed members the ACBSP reaccreditation visit went great and they were given a couple of opportunities to explore. The MBA health care program is fully online.

Adjournment