

Academic Deans' Council

April 9, 2020

Provost's Conference Room – Zoom Meeting

Minutes

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

Minutes:

1. Topic: Minutes from April 2, 2020.
Minutes approved as amended.

Old Business:

2. Topic: Registrations (D. Topliff)
 - D. Topliff informed member as of yesterday afternoon registration numbers are up a little bit for the first summer term, down a little bit for the second summer term, and up a little bit for the fall semester. J. Wegner said a report will be run again 24 hours after the Sophomores have begun registering. He said Senior registrations are lagging.
 - Housing for Freshmen is down significantly for fall. The concern is FTEs may choose to delay attending college a year if the fall semester offers only online courses.
3. Topic: NSO (D. Topliff)
 - D. Topliff told members NSO will be virtual this summer. J. Wegner said the NSO dates will remain the same. Parts of NSO will be live streaming and some will be prerecorded. He said department chairs will be contacted soon to determine prerecording and live streaming needs and what help is needed.
4. Topic: Update on OPs, Student Handbook (D. Topliff)
 - D. Topliff informed members some OP reviews and revisions have been shelved for now but some OPs are in the revision process now. He said some OPs need to go in the Student Handbook. D. Topliff said the Student Handbook Committee is meeting tomorrow and if there are any change requests members need to contact M. Boone.
 - D. Topliff said by next Thursday's meeting he will have a list of OPs to be reviewed and updated.
5. Topic: Current Situation (D. Topliff)
 - D. Topliff informed members models predict a surge in cases from mid-April through May. He said test results are coming back sooner now. It is taking only about 4 days instead of about 10 days.
 - D. Topliff said quarantine at ASU will only be for students living in the dorms and have no other place to go. The VIP House is available and three Vanderventer apartments are ready be used to quarantine students if needed.
 - D. Topliff said the City of San Angelo has closed all parks, trails, Lake Nasworthy and Fisher, and public boat ramps from 5:00 pm today through Monday, April 13. There are 32 cases in San Angelo and one death as of today.
6. Topic: Budget (D. Topliff)
 - D. Topliff said assurances from Federal and State sources have been received in regards to receive help in covering refunds. The CARES Act gave funds to Texas under the discretion of the Governor to distribute with the requirement that 50% goes directly to students. D. Topliff said a survey is going out to students on Monday asking what the needs are. Relief given will go through Financial Aid and be tracked by them.

- D. Topliff said some funds may be able to be used to purchase technology such as laptops that students may check out who don't own a device they are able to use to fully participate in online courses.
- D. Topliff said M. Pace is still working with Study Abroad vendors on getting refunds. Refunds to students is still a work in progress.
- Online students do not pay certain fees. D. Topliff referred members to the Global Fee document. If the fall semester goes to all online, students will be classified as online and will pay the distance education fee.
- The dorms are currently house just under 300 students. Dorm rooms will be available to house Freshmen in the fall.

New Business

7. Topic: Concourse (D. Topliff)

- K. Livengood gave an update on the Concourse spring B term pilot program. The Department of Curriculum and Instruction used Concourse for all courses. Only one training session was held for about 30 minutes and included building syllabi. All users rated the program very easy to use and will recommend to others to use. Changes are very quick and easy to do once a course has been set up. Another pilot program will be run for the summer terms and the Teacher Education department will also participate.
- There was a cost to run the pilot program. A price quote for a University-wide license has not yet been received.

IDEA Evaluations Discussion

- IDEA evaluations will have a few added questions regarding online courses. B. Hawkins is drafting the questions now. Concern over a particular question was discussed.
- C. Kreitler said the Faculty Senate Executive committee met yesterday and had a lengthy discussion on IDEA evaluations. Committee members asked if evaluations can be pushed back for faculty since the deadline for student evaluations has been moved back. D. Topliff said changes to scheduled actions cause issues with SACS and it is best not to make them.
- D. Topliff said students will not be excluded from IDEA evaluations unless they have dropped the course. He said the purpose of IDEA evaluations is to improve teaching practices. The evaluations are not used to determine who is a "good" or "bad" teacher and should not be used to take punitive measures.

Adjournment