

Academic Deans' Council
April 16, 2020
Provost's Conference Room – Zoom Meeting
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 April 9, 2020.
Minutes approved with correction.

Old Business:

2. Topic: Registrations (D. Topliff)
 - D. Topliff informed member it is difficult to look at point of time numbers. He said the last two years have had small FTE classes. J. Wegner said it usually isn't until mid-May that numbers are looked at to project enrollment numbers. He said Senior registrations are lagging and asked faculty to be told to contact these students. J. Wegner said the professional advisors and retention liaisons are sending messages to students not yet registered for fall and also assuring them the University is open.
 - D. Topliff said the CARES Act funds of \$3.2 million given to ASU go directly to students. D. Topliff said the survey to students went out Monday. There was a brief discussion about offering incentive programs to help increase enrollment. The Provost asked members to send any ideas to him by email.
3. Topic: NSO (D. Topliff)
 - D. Topliff told members the May 29 NSO will be in a virtual format and is still a work in progress. Members will be sent the virtual program to review.
 - J. Wegner said a NSO draft was sent to members. The professional advisors and registrar are working to create static modules that will have a required quiz after viewing. He said the departments and faculty members who typically advise at NSO need to be available and suggests using Navigate to schedule appointments with students. J. Wegner said if Rambunctious Week is held on campus there will be time scheduled for students to meet face-to-face with faculty and advisors.
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 the President's Cabinet has held discussions on how to reopen the campus to mitigate risk and maintain social distancing protocols. He asked members to send him ideas. He said three task forces have been created to work on issues: employees, new students new to campus, and returning students.
 - D. Topliff said the decision to open campus for the second summer term needs to be made by May 15 because that decision impacts when employees will be allowed back on campus as well.

- D. Topliff said the student survey sent out two days ago has already resulted in about 400 student responses. The survey results are being acted on immediately. Professional advisors and appropriate directors are making contact.
- D. Topliff gave two examples of student experiences:
 - One student on a ranch in El Dorado has no broadband but has acquired a hot spot. The hot spot can only be accessed by climbing to the top of a windmill. The student perches on the windmill to participate in courses.
 - One student, a returning student and a veteran with a 3.93 GPA, has limited computer access which has forced him missing some assignments and the instructor gave him zeroes and refused to make any accommodations.
- D. Topliff told members the message needs to get across to faculty to have some understanding of situations and show some leniency. He is not asking to give grades but to take into consideration the situations students are in. D. Topliff said faculty need to be flexible on deadlines because of issues such as students having to share a single computer with other siblings trying to do high school work. He suggested the message should come through the department chairs. There was a brief discussion of the practice to give more assignments and increase workloads for online courses even when the content is the same as face-to-face and this practice does not translate to equally rigorous. Giving busy work to prove students engaged in a course is one of the worst things to do.
- D. Topliff said the regularly scheduled Deans and Department Chairs/Heads meeting on April 23 will be held by Zoom meeting. The invitation will be sent out early next week.
- D. Topliff assured members the ASU leadership knows faculty have struggles with the current situation as well. He said everyone has done well and stepped up to the demands required to go all online so quickly.

6. Topic: Budget (D. Topliff)

- D. Topliff said the next Texas legislative session is not going to be pretty since the biggest revenue sources are oil and gas taxes and sales tax. Both have been drastically affected by the current situation.

New Business

7. Topic: Third-year and Tenure Review (D. Topliff)

- D. Topliff informed member the letters for 3rd-year review and tenure and promotion have been sent out. He said he has a list of who is eligible for full professor. D. Topliff said he plans to have a virtual meeting with faculty members around May 1 to remind them what the process looks like, review OP 06.23, and go over portfolio requirements. He said he will include the deans in these meetings. He will hold one for 3rd-year review and another for tenure and promotion. It was suggested the Peer Review requirements be included because there is some confusion about that part of the process.

8. Topic: Admission Requirements (D. Topliff)

- D. Topliff told members high school students are not doing anything on campus and have no access to ACT, SAT, and TSI testing. He said the TEA doesn't currently have a way to give tests to certify teachers. D. Topliff said admission requirements will be relaxed and admission criteria will be more lenient. He said students who have taken the ACT and have scores high enough to meet TSI and in the top 25% in their class will be given assured admission. ASU will greatly expand file review. There is a provision in the code to admit students who were unable to take the TSI test and the Coordinating Board is working toward remote delivery of TSI testing. Offering TSI testing during Rambunctious Week is also being considered.

- D. Topliff said the Texas Tech University System wants to know if COVID issues have had any impact on the ability to meet accreditation standards.

Roundtable

John Wegner

- Returned to the conversation about distance education. The first summer term online format is not as sudden as it was in the spring. He said now is the time to talk about pedagogy since they were given the tools in the spring.
- Told members the students receiving suspension at the end of spring will have their status reset to what it was at the beginning of the semester and will have until the end of the fall semester to work to turn things around.
- A brief discussion about the fact the change of leadership did not result in any acknowledgment of the good things B. May did for the University. The desire for an “everyone” email addressing this was expressed. D. Topliff said A. Wright is working on a State of the University address. He will bring up the email request with upper leadership.

Clifton Jones

- Related to members the anxiety faculty members are expressing over tenure and promotion decisions with the new interim president. D. Topliff said the meetings referred to earlier will address this issue as well.

Crystal Kreitler

- Related the concerns discussed in the Faculty Senate meeting about A. Wright credentials and her lack of experience delivering curriculum. D. Topliff said to remind faculty A. Wright is in an interim position and she has already stated she is not a candidate for the president position and will not seek it.
- Said there continued to be a lot of discussion about additional IDEA questions. The Provost assured faculty there would be more opportunities for input in the future.
- Informed members of the new Faculty Senate leadership.
 - President: Rosie McCabe
 - Vice President: Flor Madero
 - Secretary: Chris Shar
 - Parliamentarian: Twyla Tasker

Adjournment