

Academic Deans' Council

August 27, 2020

Provost's Conference Room – Zoom Meeting

Minutes

Present: S. Clouse, C. Jones, J. Klingemann, L. Mayrand, R. McCabe, M. Salisbury, P. Swets, D. Topliff, J. Wegner.
Guest: President Ronnie Hawkins

Minutes:

1. Topic: Minutes from August 20, 2020.
Minutes approved with correction.
2. Topic: Announcements
 - No Announcements – Meeting handed over to President Hawkins.
3. Topic: Guest – President Hawkins (R. Hawkins)
 - President Hawkins discussed the rules and regulations for face masks. He discussed questions that have been received from parents regarding the use of face coverings outside and through the mall. He stated that ASU will continue the requirement of wearing masks while outside on campus.
 - President Hawkins explained that he is still working on getting around to meet with all the Deans and that Lina is currently setting up meetings.
 - President Hawkins informed the members that the overall COVID situation across campus is being handled well. Those students that are in current isolation have stated that they are really pleased with the treatment they are receiving.
4. Topic: COVID 19 Information (D. Topliff)
 - D. Topliff explained where to find the COVID 19 update information. He discussed current cases and the concerns that have been expressed. He stated that the university is in good shape with the number of actual current positive cases.
5. Topic: Committees (D. Topliff)
 - D. Topliff reminded the members to get committee recommendations to him as soon as possible. Committees are going to be meeting soon and these need to be submitted.
6. Topic: Spring Class Build (D. Topliff)
 - D. Topliff informed the members that he was considering Option 2 with regards to the timeline of the spring class build.
 - J. Wegner expressed his concern over the shorter advising period. Faculty advisors may have a difficult time trying to get everyone advised in the appropriate time frame.
 - C. Jones mentioned the concern over the availability of advisors once the semester concludes. Students will still need the option of contacting advisors over the break.
 - D. Topliff stated he would look at adding an extra week to the advising timeline.
 - J. Klingemann stated that we need to push students to get their advising appointments scheduled as soon as possible. He also questioned how to handle those who would like to go online.
 - D. Topliff indicated to members that this had been left up to the departments in the past and his intention was to continue in that manner. He expressed that there is no way to make this online situation equitable for all and that the ADA rules for accommodation do not necessarily apply in these instances.

- R. McCabe asked how they are to handle those students that wish to go fully online going forward. She stated that some classes cannot go online and that the rules for these situations need to be clearly communicated to faculty.
 - J. Wegner mentioned the “Live Stream” options that are available to courses. He stated that we need to clearly communicate what options are available for courses as we move into spring. He mentioned possibly marking or identifying these options of delivery in Banner so that students know in advance when registering.
 - C. Jones expressed concerns over the fees that students were incurring. Do the distance education fees or technology fees need to be looked at now that more courses are moving online?
 - D. Topliff explained more in depth the situations that arise with regards to technology and distance education fees.
 - M. Salisbury mentioned taking a look at the link on the ASU websites named “Paying for College.” This link gives insight to the different scenarios with regards to fees that are being charged to students.
 - D. Topliff stated that further discussion will need to take place on some of these issues.
7. Topic: Winter Intersession (D. Topliff)
- D. Topliff deferred discussion on this matter to future meetings.
8. Topic: IE Funds (D. Topliff)
- D. Topliff reminded members that he will be loading funds.
9. Topic: Enrollment (D. Topliff)
- D. Topliff stated that enrollment numbers are currently flat. He stated that we are down on freshman numbers but up in graduate numbers.
 - C. Jones reminded members that Fall B numbers are not currently accurate and are likely to go up.
10. Topic: Current Situation (D. Topliff)
- D. Topliff indicated that there is no real much change in the current COVID situation. Everything was already addressed with the discussion with President Hawkins earlier in the meeting.
11. Topic: Roundtable (D. Topliff)
- P. Swets mentioned that Civil Engineering received the ABET certification notice. This is a huge accomplishment for the program.
 - J. Wegner reminded members that tutoring is now open and available.
 - R. McCabe stated that they had the first Faculty Senate meeting of the semester. A faculty member brought up a concern over face masks being worn. There has been a report of a class not being required to wear masks. She reminded everyone that we need to set an example by making sure we follow the rules and regulations.
 - D. Topliff reminded members that we need to keep each other accountable with the current rules in place. He indicated the importance of the Wellness Screening Tool and that it is a must to continue to check in daily.

Adjournment