

Academic Deans' Council
November 5, 2020
Provost's Conference Room – Zoom Meeting
Minutes

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

Minutes:

1. Topic: Minutes from October 29, 2020.
Minutes approved.

Announcements

- D. Topliff asked J. Wegner to talk about his Stop Out Campaign proposal. J. Wegner said an email was sent to members outlining the proposal. He said there is an opportunity to use faculty to work with administrative assistants to review students with over 120 hours but not yet graduated. The faculty member would receive a list of students and then determine a path to graduation specific to that student. The student would then be contacted with the plan to graduation. It is proposed the faculty member would receive 1/12th salary during the summer. The pilot program will begin this summer and there will be training during the spring semester. There will be one faculty member per College in the pilot program.
- The Coordinating Board grant program is different from this proposal.

Old Business:

2. Topic: Graduation Update (D. Topliff)
 - D. Topliff informed members the speaking parts have been recorded. He said there is a good plan for the face-to-face ceremony. D. Topliff said the walk-through is Monday, November 23 at 4:00 pm. The students participating in the face-to-face ceremony will be provided a video showing what exactly will happen and what is expected.
 - D. Topliff said some students did not pay attention to details in the email sent regarding participation in the face-to-face ceremony and the deadline to respond. He said all students responding late have been denied participation.
3. Topic: Registration Numbers (D. Topliff)
 - J. Wegner said the report that will be run on Monday will be more accurate because the entire registration process will be completed.
 - J. Wegner sent a report run by the Registrar's Office. The report shows overall registration is down about 11%.
 - The incentive campaign is ongoing. J. Wegner said the number of early alerts doubled from last year. He said the report of students who have not registered and have holds will be sent to liaisons and will also be sent to members.
4. Topic: IDEA (D. Topliff)
 - D. Topliff said the drop date was changed to two weeks prior to the end of the semester. IDEAs went out this week. He said this could result in a student dropping a course a after submitting IDEA for the course. D. Topliff said the only way to exclude these IDEAs is by a manual process. He said in the future will look at matching the IDEA and drop dates.

6. Topic: Current Situation (D. Topliff)

- D. Topliff informed members the area is experiencing a spike in cases. This spike has not shown up in the student population yet. He said messages are going out to students and everyone to try to get them to be responsible as possible to mitigate risk.
- D. Topliff said members need to really look hard at proposed year-end events. He said a few proposed events have already been disapproved because the event was bringing people from off campus.

New Business

7. Topic: Values Workshop (D. Topliff)

- D. Topliff informed members the Texas Tech University System has hired a consultant to work with all institutions to develop value statements. This will probably begin middle to late January.

Roundtable

John Wegner

- Said a decision on the Stop Out pilot program needs to be made soon. D. Topliff said he will work with J. Wegner to finalize the proposed program. It was suggested that Deans talk to select faculty members regarding participation in the program.

Scarlet Clouse

- Mentioned the Academic Impressions emails. She said the subscription is expensive but she has several faculty members interested in it. Currently there are 10 subscriptions through the College of Science and Engineering. D. Topliff asked S. Clouse and P. Swets to put together a proposal to expand the subscription.

Paul Swets

- Encouraged everyone to send the technology survey to faculty and urge them to complete it.
- He asked about the Lilly Conference registrations. D. Topliff said he is sending an email to faculty today to encourage registration.

Adjournment