

Academic Deans' Council
October 22, 2020
Provost's Conference Room – Zoom Meeting
Minutes

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

Minutes:

1. Topic: Minutes from October 15, 2020.
Minutes approved.

Old Business:

2. Topic: Academic Calendar (D. Topliff)
 - D. Topliff said there are some institutions that have already set the 2021 fall semester schedule and are enrolling students while ASU is still working on 2021 spring.
 - D. Topliff said ASU relies on Apply Texas for students to apply to the University. Apply Texas applications are down 35% from last year. ASU needs to change our application process.
 - The Provost said the Deans' Council should put together a white paper with new strategies and present it to the President. There was some discussion. Some ideas presented include registering students for the year instead of individual terms, register while being advised, increase 8-week course offerings and night courses, changing the summer session to one 10-week session instead of holding two summer terms.
 - The Provost will start a draft white paper and send to members for input. He said the paper should be kept to only two pages.
3. Topic: Graduation Numbers (D. Topliff)
 - D. Topliff sent numbers to members in an email this morning. There are 254 students that will attend a modified face-to-face graduation. The graduation schedule will be sent out soon. Final numbers will be determined tomorrow afternoon.
4. Topic: COVID Discussion (D. Topliff)
 - D. Topliff said numbers are remaining low. ASU has 22 active cases. Tom Green County had 53 new cases yesterday.
 - D. Topliff informed members the CDC published new guidance this morning. The guidance is not workable. ASU's plan and procedures are working. Contact tracing is working well. He said since the plan is working there is no reason to change it.
5. Topic: Current Situation (D. Topliff)
 - D. Topliff informed members everyone is experiencing COVID fatigue. He said the use of the daily wellness app is pretty steady.
 - D. Topliff said the President's Circle has an account with funds available because expected events were not held. President Hawkins will send \$2000 to each College to use for professional development. The College will have to account for how the funds were used.
 - D. Topliff informed members Deans' Council will be held at 9:30 am until further notice.

New Business

6. Topic: Spring Semester Planning (D. Topliff)

- D. Topliff said a number of institutions will have Spring Break. ASU has cancelled Spring Break. He said the rollout of the spring semester plan is being worked on and will be out next week.

7. Topic: IDEA (D. Topliff)

- D. Topliff said the drop date was changed to two weeks prior to the end of the semester and the semester was shortened. IDEA will be out three weeks prior to the end of the semester. He said this could result in a student dropping a course a week later after submitting IDEA for the course. D. Topliff said a way to exclude these IDEAs is being looked into. There was a short discussion.

8. Topic: New Website (D. Topliff)

- D. Topliff told members he met with the other Vice Presidents, IT, and Communication and Marketing about the rollout of the new website. The first proposed rollout date was November 1 but that is not going to happen. It is not a good idea to change in the middle of a semester. The rollout will happen about the middle of December or early January.
- D. Topliff said currently 220 people have access to change websites. He said this number will be greatly reduced. One person in each College will be given access to change websites. D. Topliff asked members to identify that person and let him know who it is. He said if it is felt two people should have access that can be discussed.
- D. Topliff informed members a change management process will be in place and the guidance will be distributed soon. He said as content is migrated over this is an opportunity to look at content. He said to think about how this information is written. The consultants said content should be written at an 8th grade level.

9. Topic: Fall Festival (D. Topliff)

- D. Topliff said the fall festival will be held next week. There is a concert and fireworks show. He said a good plan is in place for social distancing and lowering risk.

Roundtable

John Wegner

- Said registration starts on Monday and advising is going okay. A report to liaisons and advisors showing holds on students will be sent out. He suggests creating incentives to generate excitement about registering. J. Wegner expressed concern about finishing November 24 and then no contact for about two months. He said student workers will miss one month of work and he is polling students to find out if this causes financial hardship. He said there is a need to some way engage students during the break.

Scarlet Clouse

- Told members a really good response was received to the Food for Thought email. The College of Education is launching a lunch and learn event.

Rosie McCabe

- Informed members the next Faculty Senate meeting is next Wednesday. She said Senators will be contacting departments to push that IDEA is not the sole source for faculty evaluations.

Adjournment