

Academic Deans' Council
February 2, 2021
Provost's Conference Room – Zoom Meeting
Minutes

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

Minutes:

1. Topic: Minutes from January 26, 2021.
Minutes approved.

Old Business:

2. Topic: Registration Numbers (D. Topliff)
 - D. Topliff said numbers are pretty much what was reported last week. First to second year retention is about 87%.
3. Topic: Budget (D. Topliff)
 - D. Topliff said the budget process information will be sent out about February 15. Planning to budget on face-to-face enrollment and a 5% decrease in online enrollment. The budget won't be finalized until the legislation decision is made in June.
4. Topic: Current Situation (D. Topliff)
 - D. Topliff told members the kiosk for walk-up COVID testing is up and running but he hasn't seen a report yet on the numbers of people taking advantage of this service.
 - D. Topliff said a geology field trip has been planned and they are requiring all participants to test three days before the trip. He said he hopes such use happens by other groups.
 - D. Topliff said he and C. Jones are meeting today to discuss splitting of duties.

New Business:

5. Topic: Provost Scholars Program (D. Topliff)
 - D. Topliff said last fall the decision to pursue this was made but dropped because of COVID.
 - M. Salisbury said he sent members an email this morning outlining the previous discussion. *This document is attached to the minutes.*
 - D. Topliff said the program will roll out as a pilot program. Information will be sent to the deans to send to department chairs.
 - The Faculty Senate has sent recommendations for membership on this committee. Each College will have one representative on the committee.
 - Deadline for applications is March 1. The committee will then have two weeks to review the applications.
6. Topic: NSO (J. Wegner)
 - J. Wegner informed members there will be the same number of sessions and the dates will be announced soon. Sessions are planned as face-to-face and students will be split into groups by major. All sessions will be capped at 200 students. Schedules will be pre-built for students which they will receive that day and advisors will be available. There will not be a computer lab available at NSO.
 - As students register for NSO advisors are reaching out to them so they will already have had contact with an advisor before the NSO session.

7. Topic: Pilot Transcript Review (D. Topliff)

- D. Topliff said this was discussed previously but no decision had been made to implement yet. This program will allow faculty to get some summer salary. Faculty will look at transcripts of students with more than 100 hours but not graduating. They will contact the students to work out a plan leading to graduation. D. Topliff said there are currently about 40 students that need to be reviewed but the number will vary.
- D. Topliff said there may be one senior faculty member from each College participate.

8. Topic: Salary Discussion (D. Topliff)

- D. Topliff informed members the vice presidents will be discussing the issue of specifying a salary in a job posting or listing a salary range or stating commensurate. He asked members for input. There was some discussion. D. Topliff said he will take their input to his meeting with the vice presidents.

Roundtable

John Klingemann

- Said planning for 75% one-time classroom capacity and staggering classes can result in higher numbers of students taking the course. D. Topliff said the class schedule must be clearly posted for students to enroll.

John Wegner

- Said to look for matrix for summer classes.
- Said TSI changes are coming.

Adjournment