

Academic Deans' Council
February 23, 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 February 2, 2021.
Minutes approved.

Announcements

- D. Topliff said there is an athletic game just about every day this week. Watch for emails from Sports Marketing.

Old Business:

2. Topic: Registration Numbers (D. Topliff)
 - D. Topliff said on the official 20th class day numbers are above 10,000. This number includes 151 students that could be dropped for non-payment. Payment deadline is March 5. He said Financial Aid is reaching out to students. J. Wegner said advisors will start contacting students the Monday before the deadline.
 - D. Topliff said retention numbers are about where predicted.
3. Topic: Provost Scholars Program (M. Salisbury)
 - M. Salisbury informed members this program is in a holding pattern. He is waiting for feedback from faculty and hasn't received much so far. He said changing the deadline of March 1 to a later date is being considered. R. McCabe said the Faculty Senate is meeting tomorrow and this program is on the agenda. She said feedback will be submitted.
4. Topic: Budget (D. Topliff)
 - D. Topliff said the president is testifying tomorrow and next week at the House Appropriations.
5. Topic: Current Situation (D. Topliff)
 - D. Topliff said the deadline for schedule build has been extended to submit curriculum changes.
 - D. Topliff said meetings are starting this week to plan spring graduation. He said there will be a face-to-face option. Members should expect multiple graduations.
 - D. Topliff said there is only one active student case of COVID on campus today.

New Business:

6. Topic: Building Damage (D. Topliff)
 - D. Topliff said there was some damage caused by the freezing weather to a few buildings. ASU was able to keep students fed because the Café did not lose power. Drinking water and water for flushing toilets was provided.
 - The Science III building sustained some damage and had no heat. P. Swets said the building was warm enough Monday to hold labs. Parts are on order to fix the heating problem and Facilities is looking for the roof leak.
 - The West Texas Collection building had water damage. The carpets and baseboards will need to be replaced.

- The Health and Human Services building had minor water damage that has already been fixed.
- The greenhouse lost a lot of plants that will need to be replaced but there was no damage to the greenhouse itself.

7. Topic: After Action Meeting (D. Topliff)

- D. Topliff informed members the vice presidents, president, and Emergency Management will be meeting for an after-action report and discussion to review how the crisis of last week has handled. He said Academic Affairs has a business continuity plan but he hasn't seen it and asked if anyone has a copy to forward it to him. D. Topliff asked for feedback from members.
- Because of the COVID issue it was easier to react to the sudden closing for weather.
- Some faculty are worried about skills-based classes. The question came up if it was allowable to offer extra catch-up time on weekends.
- It was stated that the communications directly from the Provost was important and effective.
- There was some confusion about what cancelled classes means. It was stated that cancelled classes means there is zero expectation of student participation.
- It was requested that deans get copies of communications to students so it is understood what students were told so they may relay consistent messages and be better able to handle questions.
- D. Topliff said all the vice presidents took turns spending 6-hour shifts answering phones at the police station.
- ASU rented 20 porta-potties and placed them around campus. Will revise plan to resupply toilet paper more frequently.
- D. Topliff said the Coordinating Board has approved classes and labs meeting on weekends. Make-up time needs to be flexible with plenty of lead time notice and should have several day and time options. Make sure to check with Reservations if alternate time classes are needed. Make sure to document changes.
- D. Topliff asked members to send any other concerns to him. He asked members to talk to the department chairs.

Roundtable

Paul Swets

- Said the Coordinating Board indicated every student not TSI complete must be in corequisite classes. He said that will increase t-section course enrollment.

Adjournment