

Academic Deans' Council

April 13, 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 March 30, 2021.
Minutes approved.

Announcements

- D. Topliff said there is a committee working on the student handbook. The handbook includes the student conduct code. He said M. Miller has asked for all student conduct codes unique to programs. This information should be sent to her today. The student handbook will be presented to the Board of Regents in August.
- A request was made to include Academic Affairs in revisions of academic honesty. D. Topliff will pass this request forward.

Old Business:

2. Topic: Registration Numbers (D. Topliff)
 - D. Topliff said J. Wegner pulled numbers in point-in-time for reference.
 - J. Wegner said Freshmen registered today and everyone else will register beginning Friday. He said graduate enrollment is up. J. Wegner said we will have a better idea of numbers after Friday. He said to accept a Carr scholarship the student must be registered by a particular date.
 - NSO registration is up significantly. Housing numbers are still down but improving.
3. Topic: Graduation (D. Topliff)
 - D. Topliff informed members graduation planning is very close to being finalized. The preliminary count as of yesterday afternoon for the largest College is 339.
 - D. Topliff said the tickets are in and the Registrar's office has scheduled meetings with the Deans' administrative assistants to discuss the distribution process.
 - D. Topliff said Mickey Long will be the Board of Regents representative and will attend all the graduation ceremonies.
 - D. Topliff said the department chairs or department representative will be members of the platform party. He said he needs the names of who will be representing the departments because they will be recognized. He said two faculty marshals from each College will lead the students onto the floor. The students will be in alphabetical order not in department order.
4. Topic: Syllabi and CVs (D. Topliff)
 - D. Topliff said someone in the Texas Senate looked at institution websites for syllabi and CVs. ASU is in good shape but there is no consistency between documents. There was a discussion on how to fix this issue – a common template; don't necessarily need specialized software; automatic updates of documents. D. Topliff said a committee will be formed to create a template.

6. Topic: Budget (D. Topliff)

- D. Topliff said the House and Senate are holding hearings on various parts of bills. The President is in Austin checking on the progress of funding requests.

7. Topic: Current Situation (D. Topliff)

- There is one active student case and no faculty or staff cases. The daily wellness app will continue to be used for summer and fall. June through December ASU had 305 cases out of about 8000 people, essentially a fourth of what happened in the county.
- 43% of faculty and staff have reported being vaccinated. D. Topliff said this data is needed to make good plans to continue to keep the campus safe and we will be moving slowly to get back to “phase one”. D. Topliff said there were over 250 vaccinations given on Thursday at the Shannon clinic held in the CJ Davidson.
- Communications will be sent to all registered students letting them know they have access to the daily wellness screening and they will be encouraged to report if vaccinated.
- The possibility to open classroom capacity to 100% exists but we are still planning for 75% capacity for the fall semester at this time.

New Business:

8. Topic: Student Engagement Platform (D. Topliff)

- D. Topliff informed members ASU could not come to an agreement with EAB so a request for proposals was sent out for a platform. He said six responses were received. J. Wegner said the committee will pick three for demonstrations. A decision will be made at the end of May and a pilot program will be run in the fall. Expect full use in spring.

9. Topic: Distance Education Disclaimers - NCSARA (S. Clouse)

- S. Clouse said the DE committee is working on revising the operating policy. She said information will be posted on the distance education webpage. It is the student’s responsibility to check reciprocity agreements.

Roundtable

John Wegner

- Said he sent NSO information yesterday to deans and will send it to department chairs today. Each NSO capacity is limited. Rooms have been assigned for each college. Undeclared students will be separated out and will meet somewhere together. There must be safety plans in place. He asked members to send him the name of the person representing the departments. He said he will be happy to meet with department chairs.

Micheal Salisbury

- Informed members the Undergraduate and Graduate Research Symposiums have been set and invitations will be sent out.

Rosie McCabe

- Said an email will go out this week regarding preferred names for students. The roll call list will have a new column.
- Faculty awards will be held May 6. There are 43 nominees. The event will be live-streamed.

Adjournment