

Academic Deans' Council

April 20, 2021

Provost's Conference Room – Zoom Meeting

Minutes

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

Minutes:

1. Topic: Minutes from April 13, 2021.
Minutes approved.

Announcements

- Preferred name on roll call sheets issues: This came about as a result of a push from Senators to accommodate transgender students. Students go in RamPort to enter a preferred name. Names are screened for compliance with community standards. Preferred names are specific to roll call sheets and are not crossed to other platforms. The legal name of the student will still be used as appropriate and also shows on the roll call sheet. This issue will be discussed further, guidelines will be created, and there will be training for faculty.

Old Business:

2. Topic: Registration Numbers (D. Topliff)
 - D. Topliff said J. Wegner pulled numbers in point-in-time for reference. Overall registration is down about 9%.
 - NSO registration is up significantly. Housing numbers are coming up. D. Topliff asked members to tell faculty to contact students who have not yet registered.
3. Topic: Graduation (D. Topliff)
 - D. Topliff said the tickets were given to the administrative assistants last week and they received training on the distribution process.
 - D. Topliff said two faculty marshals from each College are needed. The students will be in alphabetical order not in department order. He asked the names of the faculty marshals be sent to him by email.
4. Topic: Syllabi (D. Topliff)
 - This issue was deferred to the Deans and Department Chairs/Heads meeting to be held Thursday.
5. Topic: Budget (D. Topliff)
 - This issue was deferred to the Deans and Department Chairs/Heads meeting to be held Thursday.
6. Topic: Current Situation (D. Topliff)
 - There is one active student case and is isolated off campus. No faculty or staff cases. The daily wellness app will continue to be used for summer and fall.

New Business:

7. Topic: Website (D. Topliff)
 - D. Topliff informed members there is an issue with required accreditation wording being included on the website. This issue was deferred to the Deans and Department Chairs/Heads meeting to be held Thursday.

8. Topic: Return to “Normal” (D. Topliff)

- D. Topliff referenced the email sent by the President regarding the University opening as face-to-face and at 100% classroom capacity in the fall. He said Special Events will update the spreadsheet and send it out. D. Topliff said daily wellness screening will continue and contact tracing is still active. Masks will be encouraged but not required.

Roundtable

Scarlet Clouse

- Said she has met with IT to design the Distance Education webpages. Progress is good so far and she will keep members updated.

Paul Swets

- Asked about continuing to record lectures since the University is opening to 100% classroom capacity. D. Topliff said recording of all lectures needs to be discussed further and guidelines created for faculty.

Adjournment