

**Academic Deans' Council**  
**August 10, 2021 - Provost's Conference Room – Zoom Meeting**  
**Minutes**

**Present:** S. Clouse, R. Hawkins, C. Jones, J. Klingemann, L. Mayrand, N. Negovetich, M. Salisbury, P. Swets, A. Tiger, D. Topliff.

**Minutes:**

1. Topic: Minutes from July 27, 2021.  
Minutes approved.

**Announcements**

- The Provost informed members he spoke with K. Neal and the salary market adjustment notification letters will be sent from Human Resources. The letters will go out before September 1. He said he will send members a copy of the spreadsheet with the market adjustments for their reference.

**Old Business:**

2. Topic: Enrollment (D. Topliff)
  - D. Topliff said numbers were looked at this morning. The CFO compared figures to 20<sup>th</sup> class day 2020 numbers. The numbers are better than yesterday but down from last year about 5%.
  - 17 Dual Credit school partners have been added.
  - D. Topliff said the decision was made to use \$200,000 of the University ARP funding on students who owe the University money from the 2021 spring semester of \$3,000 or less. He said the guidelines from the Department of Education does currently allow this process. This process will be managed through the Financial Aid office with help from the Freshman College. Enrollment Management will communicate with students. Advisors and retention liaisons should also reach out to students.
  - First-second year retention is about 68% which is down from last year.
3. Topic: COVID Information (D. Topliff)
  - D. Topliff said he has been asked if COVID statements should go on syllabi. He said he is hesitant to do so because information can change at any time. He said a link to the ASU COVID webpage can be included on the syllabi.
  - D. Topliff informed members there are currently three student cases and one faculty/staff case. Campus numbers are significantly less than the City's. He said the situation is being closely monitored.
  - The TTU System is holding a webinar August 18, This is Your Shot: Vaccine Facts & Science. An email will be sent with information and the link.
4. Topic: Budget (D. Topliff)
  - D. Topliff said the budget was approved by the Board of Regents. He said a spreadsheet for each College was sent to the Budget Office and will be sent to the Deans.
  - If enrollment exceeds expectation there will be over-realized revenue.

**New Business:**

5. Topic: President Hawkins (R. Hawkins)
  - At the Board of Regents meeting last week. Everything ASU asked for was approved.
  - ASU received approval to sell alcohol at sporting events. Still need approval from TABC.

- Engineering faculty member was granted tenure.
  - Fall will open as 100% face-to-face.
  - The Governor asked institutions to recommend getting the COVID vaccination and wearing masks. ASU will also have on-campus vaccination clinics.
  - All fall sports are in person.
  - The Project Management Team for the aviation program is set.
  - The University Assembly on Thursday will be in person.
  - Requested members to send any input by email.
6. Topic: New Faculty Orientation (D. Topliff)
- D. Topliff said new faculty orientation is Monday, August 16 and will be face-to-face. Masks are not required.
7. Topic: Deans and Department Chairs/Heads Retreat (D. Topliff)
- D. Topliff said the retreat is Tuesday, August 17 at 8:00 am in HHS 130. He said if the department chair is unable to attend then a representative should be sent. The September 23 meeting may be cancelled.
8. Topic: University Assembly (D. Topliff)
- D. Topliff said the University Assembly is Thursday, August 18 at 8:30 am and is face-to-face. No virtual option is available.

### **Roundtable**

John Klingemann

- Said Ram Page has transitioned to Town News and is fully on-line.
- Meyer Museum has a two-year rotation plan for traveling exhibits. The museum has also received three grants for virtual exhibits.

Paul Swets

- Said the Moon Lectureship is being planned for May 2022.
- Texas State Library and Archives Commission awarded a grant to Tom Green County Library and ASU to support our science outreach and education programs (including rocketry camp).

Micheal Salisbury

- Said grants to faculty are being sent out by K. Plum through the Freshman College.
- TSI scores have been received and t-section schedules are being worked on.
- Need to discuss Acadeum and becoming a teaching institution.

Clifton Jones

- Said a decision on holding a winter session needs to be made. Data will be collected and distributed for a discussion at the next meeting.

Scarlet Clouse

- Said SEED workshop still has open spots. August 12, 8:00 am-4:00 pm. J. Taylor sent out an email with information. Contact B. Dickison to secure a spot.

### **Adjournment**