

Academic Deans' Council

August 24, 2021 - Provost's Conference Room – Zoom Meeting

Minutes

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

Minutes:

1. Topic: Minutes from August 10, 2021.
Minutes approved.

Announcements

- The Provost informed members at 4:00 pm Thursday an announcement will be made of the NSA grant with UTSA. The City of San Angelo will be used as a pilot for cybersecurity. He asked members to attend the announcement if possible. He will send the agenda by email.

Old Business:

2. Topic: President Hawkins (R. Hawkins)
 - Informed members a strategic initiative is being implemented. He requested Deans send him in the next two weeks the top 2-3 areas in their particular College to be moved forward in the next 1-3-5 years. The Development Office will put these areas forward to donors.
3. Topic: Enrollment (D. Topliff)
 - D. Topliff asked members if they were receiving enrollment statistics every day. No one indicated they did. D. Topliff shared the spreadsheet he received this morning.
 - Expect 4000 Dual Credit students this fall semester.
 - Numbers are compared to last year's 20th class day. Undergraduate enrollment is down about 4.5%. Graduate enrollment is up.
 - There was a discussion regarding offering a winter session again. Data has not been gathered from last winter session. Consensus is to hold the winter session again. Faculty seemed to be very supportive. There was discussion on the structure of the session. Suggestion is to make it a four-week session instead of three-week. The Provost and Vice Provost will work on some issues and also talk with Financial Aid. A decision on the winter session will be made at next week's meeting.
4. Topic: COVID Information (D. Topliff)
 - D. Topliff said he sent an email to all faculty this morning regarding if a student should test positive for COVID. He said the student should complete the daily wellness screening and the contact tracers will take it from there. There are processes in place to handle these situations and faculty need to follow those processes.
 - D. Topliff said about 2000 students completed the wellness screening. He said the message needs to get across to students to complete the screening app.
5. Topic: Budget (D. Topliff)
 - D. Topliff said the fiscal year 22 budget is printed and posted on the website.

New Business:

6. Topic: Compensation and Market Adjustment Letters (D. Topliff)

- D. Topliff said the Human Resources Department gave him the salary letters to sign and they are now ready to be distributed. There is a packet for each Dean; the letters are sorted by department. He said to give the letters to Department Chairs to distribute. The Chair may meet with the individual faculty member to distribute the letters if they so choose.

7. Topic: Associate Dean Discussion (D. Topliff)

- D. Topliff said the proposal was emailed to each member by the Vice Provost. He shared the proposal on-screen for discussion. This proposal would allow – but not require – each of the five academic colleges (Archer College of Health and Human Services, College of Arts and Humanities, College of Education, College of Science & Engineering, Norris-Vincent College of Business) to request approval from the Provost to appoint one faculty member within their college to serve as Associate Dean for the college.
- D. Topliff said he will bring the proposal forward to the President and get back to members before finalization.

Roundtable

John Klingemann

- Said the website link to Ram Page has been sent out by everyone email. He said kinks have been worked out. Contact persons are H. Howard and E. Gamreklidze.
- The Mayer Museum website link has also been sent.

Micheal Salisbury

- Said retention is about 67.9%. There is a lot of activity for retention right now.

Adjournment