

**Academic Deans' Council**  
**January 11, 2022 - HHS Conference Room**  
**Minutes**

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

**Minutes:**

1. Topic: Minutes from January 4, 2022.  
Minutes approved.

**Announcements**

- D. Topliff informed members the Spring University Assembly has been cancelled. The President will send out a University Update email in the next couple of days.
- D. Topliff said he is visiting all Dual Credit partners that received scholarships. Changes are required because the Carr Foundation requirements specify funds must be used only for disadvantaged students. All new Dual Credit partners' students are paying tuition for classes. Teacher compensation is not changing.

**Old Business:**

2. Topic: COVID Information (D. Topliff)
  - COVID active cases: four student, eight faculty/staff. Numbers are still low compared to the city's numbers.
  - The variant is highly transmissible but not as virulent and hospitalizations are down. Keep taking precautions. The Concho Pearl Hotel has been contracted to provide rooms to isolate on-campus students if necessary.
3. Topic: Enrollment (D. Topliff)
  - M. Salisbury reported current enrollment stands at 1,489 graduate, 4743 undergraduate and 3423 Dual Credit students. There is a solid stream of students coming in for advising; the advisors are booked all day.
  - Students on suspension are being reviewed and advisors are working with them. There are about 25 students.
  - It was noted that 750 students graduated in December. This is a large number for December graduation.

**New Business:**

4. Topic: Summer Pay (D. Topliff)
  - D. Topliff said he was asked to add this item to the agenda for discussion. It was suggested a consensus is needed of class sizes and what classes are offered in the summer.
  - The number of small classes needs to be reduced. Advising needs to be revised so that a student doesn't require a class in the summer to be eligible to graduate in August because they didn't take the class when it was available earlier. One College created a matrix pay scale for small classes and it is working well. The College will share this information with the other Colleges if interested. D. Topliff said the small class process is under review and changes will be made.
  - D. Topliff said there is a difference between team teaching and shared teaching. Full salaries for each teacher will no longer be paid when shared teaching.

6. Topic: Adjuncts (D. Topliff)

- D. Topliff said the number of adjunct contracts coming in has risen astronomically. He asked members to review the adjunct contracts to make sure they are necessary.
- D. Topliff said the overload system is abused and the budget can't handle the cost. He mentioned the situation where a faculty member has a course release for the term but then accepts another course to teach that same term and wants overload pay for it. Also, the issue of having a special topics course approved and then asking for an overload to teach it.

7. Topic: Ongoing Searches (D. Topliff)

- D. Topliff informed members 31 applications for the Vice President for Student Affairs position have been received. Applications will continue to be accepted for another couple of weeks. The search committee is meeting this afternoon to start screening the applications.
- It will be announced that the Norris-Vincent College of Business will conduct a national search for the Dean position. L. Mayrand will chair the search committee.
- The department chair of Communication and Mass Media has given notice that he will step down and return to a full-time faculty position. An interim department chair will be named soon.

**Roundtable**

Paul Swets

- Said the Moon lectureship is scheduled this spring and will be face-to-face.

John Klingemann

- Informed members the writer's conference is in full swing this semester.
- The Foreign Affairs committee has met and a speaker has been selected. The lecture will be February 14-15.
- The museum map exhibit is open. A new exhibit on transportation to the west will open soon.

Scarlet Clouse

- Virtual practicum kickoff begins.
- The Rise & Teach conference is February 27 and will be face-to-face. There are about 100 students coming to campus for the event.

Micheal Salisbury

- GS 1181 faculty teaching this spring will participate in a pilot program on ways to engage students and ways to record student engagement.

**Adjournment**