

**Academic Deans' Council**  
**September 6, 2022 - Provost Conference Room**  
**Minutes**

**Present:** D. Bixler, S. Clouse, C. Jones, J. Klingemann, L. Mayrand, M. Salisbury, P. Swets, T. Tasker, A. Tiger, D. Topliff.  
*Guest:* R. Hawkins.

**Minutes:**

1. Topic: Minutes from August 30, 2022.  
Minutes approved.

**President Hawkins**

- The is a book club meeting this month.
- The Leadership Development Academy will be ready for faculty and staff this fall. Students will be able to participate in the Spring. More information will be forthcoming.
- The President is meeting with the Faculty Senate tomorrow to discuss the budget and raises. The President told members he is willing to meet with each College individually. He asked members to send him an email to arrange a meeting.
- The President, Provost, Vice Provost, and Vice President of Finance and Administration are meeting soon to discuss the logistics of the cost centers. More information regarding the cost centers will be sent out soon.
- The President would like to start a dialog with the Provost, Vice Provost, and Deans about how to incentivize increasing semester credit hours (SCH) across campus and how to incentivize increasing faculty research.

**Announcements**

- A handout was distributed to members with the 2023 spring schedule build proposals. The Provost asked members to review the proposals and talk to faculty about the preferred proposal. A decision will be made at the next Council meeting. It was asked if proposals for the schedule build timeframe for summer and fall could also be submitted for consideration. The Provost said he will talk to the Registrar about that.

**Old Business:**

2. Topic: Blackboard (Anthology) Engagement (D. Topliff)
  - An email was sent to everyone last week about the engagement meetings. Next set of meetings are September 14-16. The individuals identified in the categories specified by Anthology have received calendar invites from eLearning.
  - An email regarding YuJa will be sent out today.
  - The Provost asked for help in making sure faculty receive communications about what is going on across campus and that they receive this information in a timely fashion. He wants to avoid last minute communications.
3. Topic: Cost Centers (D. Topliff)
  - The original plan for the cost centers may be revised. As the President stated earlier he has set a meeting to discuss this issue. The idea driving implementation of the cost centers is cost savings.
4. Topic: Enrollment (D. Topliff)
  - Changing scholarship hour requirements from 30 to 24 contributed to Freshmen SCH number results. Campaigns to increase SCH numbers are in the planning stages.

- The Provost stated some undergraduate classes have caps set to keep the class number small. He said the cap should be based on room capacity.
- Scheduling Core classes Monday-Wednesday-Friday afternoons knocks out labs because labs are only offered in the afternoons. Unsure how to address this issue because there are not enough rooms or faculty available to schedule all classes in the mornings.
- Need to begin more aggressive recruitment campaigns for transfer students.
- The Provost stated again that faculty should approach community colleges that have programs that will transition easily to a degree at ASU to create a pathway for students.
- The retention numbers for Juniors and Seniors is down. The Provost asked members to find out who the non-returning students are and contact them to see what it would take to get them to come back to finish their degree.

5. Topic: Budget (D. Topliff)

- Semester credit hours (SCH) were off 4.42% but the budget was based on the expectation of a 5% decline. To meet the budget about \$800,000 in positions had to be zeroed out.

**Roundtable**

L. Mayrand

- Departments are looking at course inventory and offerings. To add a course, a course must be subtracted.

M. Salisbury

- Monday and Tuesday is the Major fair in the Library. Every department has committed a faculty member to be present. Monday hours are 9 am to noon; Tuesday hours are noon to 5 pm.

J. Klingemann

- The K. Michael Conaway exhibit is under construction but will be ready for opening day. Wednesday is the walkthrough and opening day is Thursday.

**Adjournment**