

## **Deans and Department Chairs/Heads Meeting**

**April 26, 2022**

**UC 203/204**

### **Minutes**

#### **Present:**

E. Ashworth-King, K. Beran, D. Bixler, R. Castro, M. Dixon, S. Eoff, J. Forbes, M. Gritter, K. Havlak, B. Hawkins, C. Jones, W. Kitch, J. Klingemann, K. Livengood, C. Matz, R. Moody, L. Morris, N. Negovetich, M. Pena, C. Pier, J. Pierce, J. Rallo, D. Reisner, L. Rodriguez, C. Runyan, M. Salisbury, W. Sklenarik, S. Snowden, T. Starkey, C. Stewart, A. Tiger, S. Weise.

*Not Present:* J. Braziel, S. Clouse, E. Dođdu, L. Mayrand, P. Swets, D. Topliff, K. White.

#### **Minutes:**

1. Topic: Minutes from November 11, 2021

- Minutes approved.

#### **Announcements**

- C. Jones reminded members the Values Conference is tomorrow.
- C. Jones informed members the Regional Security Operations Center (RSOC) grant was awarded to Angelo State University.

#### **Old Business:**

2. Topic: Commencement (C. Jones)

- C. Jones said plans for the graduation ceremonies have been finalized.

3. Topic: Enrollment Update (C. Jones)

- C. Jones said summer enrollment is down. Fall is projected to be down as of April 21; the undergraduate enrollment point-in-time number is down 156 and graduate enrollment is down 289. It is projected NFT numbers will be up based on the number of housing contracts and New Student Orientation registrations received so far.
- Payment plans are only available for the long semesters and are not available for summer terms.
- We are in an accounting year through 2023 Spring B. An increase in enrollment will increase formula funding.
- Expect to see lower numbers in Dual Credit enrollment because of changes in scholarship rules. A student may receive a scholarship for one Dual Credit class in the fall and one dual credit class in the spring. Scholarships are limited to students who are both needy and worthy.
- A strategic enrollment plan is in the planning stage. The committee is meeting to work out a plan.

4. Topic: Vice President of Student Affairs Position Update (C. Jones)

- C. Jones informed members the new VPSA, B. Lion, begins on Monday next week.

5. Topic: Dean Searches Update (C. Jones)

- C. Jones said the Graduate Studies dean search is close to being completed and the announcement will go out soon.
- The Norris-Vincent College of Business dean search is well under way and campus interviews are in progress.

6. Topic: Department Criteria for Faculty Evaluations (C. Jones)
  - C. Jones reiterated the department is in charge of criteria for promotions. If the criteria have not been reviewed recently, he asked chairs to do so now and make appropriate updates.
  - The President is creating merit increase eligibility criteria. If there is money available, there will be a merit increase. The Provost told members to rank faculty and department chairs just in case money becomes available.
7. Topic: Budget (C. Jones)
  - C. Jones said there will be no budget increases for the next fiscal year. The Texas governor has disallowed increasing tuition and fees. However, early estimates of revenue indicate an increase in funds for the Legislature to allocate.
  - The Vice President of Finance is working to find money to increase hourly pay to a minimum of \$13 per hour but this will not affect student wages. Department chairs do have authority to increase student hourly pay as long as there are already funds available to cover the expense.
  - Construction on campus is mostly funded by donors. The Carr Hall dorms will be renovated using housing fund balance money. Carr Hall will be for housing students who are married and/or have children.

### **New Business:**

8. Topic: Increasing Research Activity by Faculty (C. Jones)
  - The TTU System is hiring a consultant to look at each institution to find ways to increase faculty research. ASU is primarily a teaching institution but research is a large portion too. Some initiatives being worked on is to allow a course release but nothing is set yet.
  - Need to find advantages to working with other institutions in the system. Currently nothing exists to facilitate this collaboration.

### **Roundtable**

K. Havlak

- Students taking the Putnam Exam made scores that placed them in the top 50% in the nation.

S. Eoff

- The Honors program Easter Egg Hunt had over 400 participants.
- An ASU student will be placed as the first intern at Carmax.
- Collaboration is under way with Texas Tech Honors College to send students to Washington DC Honors class this summer.
- At the National Honors conference this summer seven ASU students will be presenting posters and two of the fifteen students presenting papers are from ASU.

W. Kitch

- Finished with the accreditation of the Engineering program. The announcement will be made in August.

R. Moody

- The Commercial Aviation program continues to grow beyond expectations. There are currently 100 students registered for next year and helicopter pilot lessons will be added to the program.

#### B. Hawkins

- Reaffirmation is coming up very soon. Please respond as soon as possible to anyone who requests information.
- Check programs on the website to make sure they are marked correctly. The online marker is only for programs offered at more than 51% online. If your program should be marked as hybrid, let the Office of Accountability know.
- K. Schell is contacting people about program assessment needs. Please be sure to respond.
- An email will be sent out next week to each College listing where information is missing in SPOL. Open SPOL sessions are available for those who need help.
- Operating policies need to be reviewed and updated before reaffirmation is submitted in June. Operating policies must show completed.

#### L. Rodriguez

- RamTV is adjusting the way of selecting features on programs. Around July each department will be contacted for programs and activities to be on reported on.

#### L. Morris

- The Testing Center is wrapping up MFT tests this week but a few are still missing. The summer testing schedule will be posted May 2. The testing center on Goodfellow Airforce Base is open and active.
- CLEP and DSST tests – departments need to review the list and make sure it is accurate.

#### M. Pena

- There will be three study abroad programs this summer with about 50 students participating.
- Request for proposals for 2022-2023 will go out soon. The deadline for proposals is July 1.
- The Office of International Studies is still doing passports. Tell your friends and family.

#### **Adjournment**