

Academic Deans' Council
January 17, 2023 –Provost Conference Room
Minutes

Present: D. Topliff, C. Jones, A. Tiger, T. Tasker, D. Bixler, P. Swets, M. Salisbury, S. Clouse, J. Klingemann

Minutes

1. Topic: Minutes from December 13, 2022.
Minutes approved

2. SACS: Guest: Brandy Hawkins- Executive Director of Accountability- Office of Accountability
 - Dr. Topliff previously disseminated a draft of the QEP to members.
 - (B. Hawkins) SACSCOC (Southern Association of Colleges and Schools Commission on Colleges) Focus Report in response to findings of noncompliance is complete and will be turned in to SACS this week. Still waiting on finalized QEP (Quality Enhancement Plan) from Common Marketing which should be ready by the end of the day today.
 - Currently meeting every Wednesday with our SACSCOC Chair.
 - Will be touring four offsite locations on the Monday of their visit: Frenship, Mason, Central, and Lakeview.
 - Faculty Liaisons need to be ready to be contacted. Will have a faculty member from each college.
 - Discussed the agenda for March 6-9, 2023 site visits.
 - On Wednesday March 8, the President will eat lunch with three SACSCOC members, and selected students and faculty will eat lunch with the remaining SACSCOC members.
 - Academic assessment- will not be discussing opportunities for improvement in the future, but what we have already done. If we have academic department chairs who are the program coordinator of their unit, they are the program coordinator for their entire unit.
 - Amy Murphy and Heather Schoen will be sending out data based on REAL Courses (Ready, Explore, Apply, Launch) identifying which courses in each academic program that will be considered REAL courses and marketable for their career.

3. Strategic Enrollment Management Plan (D. Topliff)
 - Working with several companies who specialize in this strategic enrollment. A plan has not yet been selected, but once it has, it will start around the beginning of March 2023.
 - Enrollment- Point in Time Comparison report shows undergrad semester credit hours are down around 3.7%, graduate semester credit hours down around 4%,

and dual credit hours are down. Sophomore semester credit hours are also currently down.

4. Deans and Department Chairs/ QEP (D. Topliff)

- There will be a QEP presentation with a Q & A at the Deans and Department Chairs meeting next week, Thursday, January 26.
- There will be a discussion regarding our enrollment process. More recruitment is needed across the organization.
- Brief discussion regarding different opportunities for growth, recruitment, and retention.

5. SACSCOC (D. Topliff)

- *Discussed earlier with Brandy Hawkins.*

6. Anthology Report- eStrategy Plan (D. Topliff)

- Dr. Topliff has received this report but as of this morning has not had the chance to review it yet.
- Will also be receiving report from Anthology on the five programs we had previously submitted to them pertaining to “white space programs” that may have some online and in person opportunity.

7. Budget (D. Topliff)

- May be adjusting the amount of IE (Instructional Enhancement) money that is to be distributed in the Spring.
- There is a currently a surplus in IE.
- Brief discussion regarding replacing items such as chemical cabinets and following safety protocols regardless of budget constraints.

Roundtable

A. Tiger

- January 25, 2023 kickoff meeting for the Leadership Student Cohort- will be every other Wednesday beginning January 25th. There are 23 student members.
- Launching Banking Certificate in the fall.

M. Salisbury

- Followed up on standardizing dates for advising.
- Remind Chairs about double-checking syllabi for correct dates and times.

Adjournment