Academic Deans’ Council  
August 15, 2023 – Provost Conference Room  
Minutes  

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1) Topic: Minutes from July 25, 2023  
   Minutes approved  

Announcements (D. Topliff)  
   o Dr. Topliff reviewed current enrollment numbers compared to the twentieth-class day. Enrollment is up overall nearly 1% on semester credit hours. Freshman enrollment is up almost 12%. Graduate enrollment is up 10%. Last academic year’s first- and second-year retention was 73%. 

3) New Dean (D. Topliff)  
   • Dr. Topliff introduced Dr. Sandra Mohr, the new Dean of Digital Learning and Instruction to the members.  

4) SEM Plan (D. Topliff)  
   • Dr. Topliff discussed the four pillars of the SEM (Strategic Enrollment Management) Plan and who is responsible for each pillar. Career Opportunities, Data Analytics, Retention and Persistence, and a pillar dedicated to enrollment management. Action items are being developed around each objective. The plan is set to roll out mid-September. 

5) Fall Assembly (D. Topliff)  
   • Dr. Topliff reminded the members that the Fall Assembly is scheduled for next Thursday, August 24, and that the New Faculty Orientation will be next Monday, August 21. 

6) Academic Calendar (D. Topliff)  
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7) Wintermester (D. Topliff)  
   • Dr. Topliff talked about wintermesters and how if they are budgeted to pay 1/12 of a faculty member’s salary, they will reduce options for other initiatives. There was discussion on how wintermesters have gone in the past.  

8) Small Classes  
   • There was discussion on the number of small courses that have been requested. The decision was made to have a ten business day deadline on canceling a course if the enrollment does not meet the required number of students.
9) Overloads and Adjuncts
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10) Budget
   • There was no additional time to discuss this agenda item.

Roundtable

M. Salisbury
   • There will be a handful of students coming in who will need seats in some courses.

Adjournment