

## Joint Deans Council/Academic Affairs Director Meeting

July 18, 2018

1. Dr. Bullard introduced Erma Nieto Brecht, our new Executive Director of Enrollment Management.
2. **Graduate School** Pauline Sampson  
Dr. Sampson gave an update on changes in the Graduate School and asked questions about how to improve. Where can we stand out as a graduate school? Requesting feedback from deans and directors. She has been looking at our sister schools and realizes that we need more advertising; we have added Facebook, Twitter and Instagram. Dr. Bullard mentioned there is now a Social Media policy that everyone should review online.  
  
Dr. Bullard stated everyone is looking at strategic ways to increase graduate enrollment. Graduate training for high school teachers is a great opportunity, especially involved with dual credit and the ability to take classes online. Dr. Sampson reported the majority of our graduate students come through as undergrads. Stackable certificate options were discussed; this could be a problem with financial aid and therefore students should be advised to come in as MIS degree. Dr. Sampson stated retention information on graduate school available on Dashboard.
3. **Academic Excellence Survey** Brian Murphy  
The deans met last week and discussed this, following through on initiative started over a year ago. There was some discussion about the next step forward. Dr. Reese stated that Faculty Senate would like to be involved. It was agreed a preliminary meeting would be arranged with deans, chair of Faculty Senate and Chairs' Forum. Then can move forward in fall. Dr. Murphy will arrange this meeting.
4. **Community College Outreach** Brian Murphy  
Dr. Murphy stated that our community college transfer enrollment is fairly weak, we have reached out to Lonestar and Houston Community College but they have not been very proactive. Lonestar had approximately 100,000 and students last year we only got 114 transfer students. Dr. Bullard stated there is a dis-connect as several different people on campus have meetings/agreements but we need to work together. Dr. Bullard recommended the deans, Janet Tareilo, Erma Brecht, and Joe Shannon meet to discuss and prepare a flow chart.
5. **UIL schedules** Judy Abbott  
Dr. Abbott and Dr. Tareilo are working with public schools on UIL. This is a great recruitment tool of high performing high school kids, as well as teachers and administrators. Dr. Abbott will send the UIL schedule to the deans. We are working

to be selected as region UIL location. Regionals are in April for just one week

The deans were asked to think about how can we take better advantage of recruiting these students. Fine arts are very involved with One Act Play, Solo Ensemble, Film Making etc., Dr. Tkacik said the School of Honors are interested too, and suggested perhaps matching up URC schedule with UIL in future. Dr. Williams stated that FFA is another great recruiting source. Dr. Bullard reported that Megan Weatherly is working on the Enrollment Action Plan and is about to send an update to all the deans. Dr. Bullard reported the Vice Presidents continue to meet every Thursday morning to discuss and look at strategic plan initiatives.

6. **SOAR /URC/GRC**

Steve Bullard

It was decided that instead of a retreat this year we will have a meeting to look at SOAR, URC and GRC. This will be held on Wednesday, August 8, 2018 from 8:30 a.m. until 12:00 noon. Further details to follow

7. **Dissertations and Thesis in Scholar Works**

Hans Williams

Dr. Williams reported an issue with a student using manuscript style who submitted to a journal, which said it was plagiarized. The reason being the thesis and dissertation is already in ScholarWorks. Dr. Abbott said this would be a big problem for the College of Education. Jonathan Helmke will ask Phil Catton to reach out to other institutions to see how they are handling this.

8. **FP&C Overview**

Steve Bullard

The board meeting will begin on Sunday (22<sup>nd</sup>) afternoon. First thing on Monday is the FP&C report which will be of interest to a lot of people. The report will be posted online after the board meeting. This is just a plan but not guaranteed to happen. Questions need to be filtered through the deans and directors.

There will also be an update on the Capital Plan and Richard Carlsberg will give a presentation, as well as an update from Alumni. Dr. Reese will be reporting from the Faculty Senate and Dr. Himes will report on performing arts /architectural assessment. We also have the STEM Ribbon cutting.

9. **Outside Employment/Dual Employment**

Steve Bullard

There has been an outside employment policy in place for some time, but a dual employment policy was implemented two years ago. This relates to SFA employees, employed with another State agency, such as faculty teaching as adjuncts at other institutions. The policy states that board approval is required. We have asked Dr. Gallant to look at the policy and change the requirement to institutional approval, but this cannot be done until the October board meeting and therefore, will affect a number of employees. The question was asked about the ramifications for non-compliance, as this is not addressed in policy. Dr. Bullard stated in that instance it

would be referred to Damon Derrick.

**10. Any other business**

Dr. Bullard announced the “Welcome Back” meeting in August will be held in Turner Auditorium as the ballroom is being renovated. Immediately following that, Dr. Pattillo is asking everyone to congregate around “Surfing Steve” for an aerial photo.

The Graduate School is putting testimonials on their website and asked deans for names of suggested alumni.

Dr. Henley announced there is a new lock policy in classrooms and that faculty needs new ID cards and they should ensure they can open necessary doors before first class day.

Dr. Henley also stated we are missing a number of assessment reports on programs for 2016/2017, a list will be sent to the deans.

*Attendees:*

*Erma Neito Brecht*

*Kim Childs*

*Paul Henley*

*John Calahan (part)*

*Pauline Sampson*

*Mary Smith*

*Brian Murphy*

*Buddy Himes*

*Jason Reese*

*Mike Tkacik*

*Hans Williams*

*Tim Bisping*

*Judy Abbott*

*Heather Catton*

*Joe Shannon*

*Sharon Brewer*

*Steve Bullard*

*Megan Weatherly*