

Academic Affairs Council
January 29, 2020

1. **PMO Update Project Queue** Meredith Baily
Meredith provided an update on active projects, PMO are currently working on over 70 requests and therefore are trying to budget and prioritize. The list will be sent to the directors for review and decisions. Anthony explained that the SPIES survey was discussed at the board meeting and they would try to tie projects to that.
2. **Budget Form** Alisha Collins
Alisha explained there will be a new process and a new form through Microsoft forms, which include new position requests, O&M and capital requests. Contingencies for allocated tuition for deans will be a different form. Training will be provided for each college/department.
3. **Enrollment Management Re-organization** Erma Brecht
Erma provided information on the Enrollment Management unit, which will now report directly to president. She shared organization chart with group. They are working with orientation specifically for those students enrolled, after orientation but before they start classes. CRM tool will be implemented in the next few weeks, which will provide enhanced way to communicate with prospective and current students. Media specialist position – Bill Cox passed away, looking for replacement.
4. **Spring 2020 Enrollment Update** Erma Brecht
Erma provided snapshot as of Saturday morning. Census day is Friday 31. Deans asked for breakdown of freshman and dual credit. Will be using more proactive role looking at spring.

Deans asked about what to expect for first transfer orientation? We have 92 students registered, predicting around 175/200 people.
5. **Summer campaign** Erma Brecht
Dr. Gordon wants a focused approach to summer, being very creative, with different departments working together. Summer data from the last two years will be provided. Dr. Bullard stressed the urgency must be felt – this is the new normal.
6. **Financial Aid Study** Erma Brecht
Dr. Gallant's office have identified a team to look at how we award financial aid and scholarships. There will be a good amount of data sharing, which will allow us to have a stronger impact when awarding our financial aid. A study will take place this spring in order to put changes in place fall 2021.
7. **Tiger Team Update** Erma Brecht
Erma explained the Tiger Team meet weekly for two hours and provided an update.
8. **Spring 2020 Graduate Applicants** Pauline Sampson
Pauline asked that graduate applications be returned and asked that we are careful what is written on them, as they are kept on students file.
9. **UIL** Judy Abbott
A UIL event was held on campus last Friday, coordinated from COE, student center and

public schools, there were over 700 students on campus from 7th and 8th grade, representing 39 schools. There was significant signage and an app. The next UIL event 13, 14, 15 February in the evenings – we are trying to use rooms across campus.

10. **College of Distinction**

Marc Guidry

Dr. Gordon asked us to go look at becoming a College of Distinction, this program began in 2000, they advertise themselves as a service for students and parents to find, not the top college, but the best fit. They have a more holistic approach. They look at core competencies, dynamic out of classroom learning, and study aboard. Dr. Guidry explained that we were interviewed last Friday with a team of thirteen people from across campus and were approved. This will be used for marketing purposes.

11. **Academic Schedule Creation/Platinum Analytics**

John Calahan

John provided historical trend data, five-year historic summer enrollment ratio, as well as fall 2020 projections. Includes TCCNS conversion. Fall schedule was not rolled it is being created from scratch.

Dr Gordon has stated that at orientation this year, students will NOT face course shortages in the fall.

12. **SACS Follow Up Meeting**

Marc Guidry

Dr. Guidry asked if we needed to have a “SACs post mortem” to discuss what was learned, what worked, what didn’t. A number of deans did this within their college, but it was felt we should hold a campus wide meeting.

13. **Summer – Team/Budget/Schedule**

Steve Bullard

A team has been created to look a summer, looking at schedules and budget

14. **Report from Board meeting,**

Steve Bullard

Dr. Bullard discussed a number of items from the recent board meeting, a change to policy 2.16 Distinguished Guests was made, permission must be obtained from the president before meeting with distinguished guests such as the regents.

Name changes in the college of Education were approved, they now have four main programs instead of five

Dr. Abbott is helping lead the way for an aviation program – we are on track to hopefully offer courses in fall and spring next year.

We did not replace Janet Tareilo but she will return on a part time basis in February working on dual credit as well as student issues.

15. **Any Other Business**

Hannover Research will be conducting a survey on salaries.

The first floor library renovation will begin this summer,

16. **Date of Next Meeting**

February 26, 2020

Attendees:

Steve Bullard

Sharon Brewer

Marc Guidry

Alisha Collins

Kim Childs

Buddy Himes

Tim Bisping

Brian Murphy

Pauline Sampson

Mike Tkacik

Karyn Hall

Meredith Baily

Anthony Espinoza

John Calahan

Shauna Attaway

Jonathan Helmke

Judy Abbott

Andrew Lannen

Rachele Garrett

Heather Catton

Raquel Skidmore

M.E. McWilliam

Megan Weatherly

Erma Brecht

Joe Shannon

Lesla Beverly

Hans Williams