

Academic Affairs Council
May 26, 2021

1. **Enrollment and Marketing Strategy Sessions**

Erma Brecht

Erma and Graham have offered to meet with each leadership team. Any questions or info that can be sent for Erma and Graham to review beforehand would be great to make sure the meetings are as productive as possible. Strategy for each college will be different. These are opportunities to impact enrollment and SCH.

Erma and Graham will offer best practices and will use data to implement intentional efforts over the summer. Will look at how we can maximize time/resources through interactive and engaging discussion.

Dr. Bullard – we plan for these meetings to continue (several times a year). Any departments are welcome to meet with them. Enrollment strategies can be implemented all over campus.

2. **Graduation with Honors - Hours requirement**

Marc/Steve/Lynda/Erma

Current requirement is not a policy but a practice. Need 54 hours from SFA to graduate with honors. We have some great examples of students with 4.0 and 50 hours. Want policy to be defined more clearly. Will be considered by faculty senate this fall.

Dr. Guidry - Deans and chairs will weigh in on this. Current practice is not necessarily transfer friendly for students coming in with more than 66 hours. SFA is currently on the high end of required hours, and on the low end of GPA requirement. 40+ percent of graduates are graduating with honors (from registrar). This can be dealt with in fall semester and implemented for graduation in spring of 2022.

“Latin Honors Summary” document compares SFA requirements with other schools.

3. **Faculty Activity Reporting – 2021**

Karyn Hall

Annual process for faculty evaluation. Several improvements have been made this year. Most significant change – launch date of the workflow will be after January 1st to ensure all information from end of fall is captured. The Office of Institutional Research (OIR) will prompt all participating faculty and administration a reminder about available faculty activity and the process launch for submission opportunity will begin after January 1. OIR will communicate with academic unit leaders and copy deans about the process to update any further changes for this current 2021 year. This outreach will happen in next couple of months. Invite any colleges that are not engaged in the electronic process to join for the upcoming reporting cycle.

4. **Electronic tenure and promotion portfolios - Fall 2022 prep**

Opportunity to update from paper portfolios to the electronic approval system (workflow). One college (Education) is preparing for fall 2022 electronic process. Any others interested should let Karyn know via email or phone call ASAP so preparations can begin. Starting the process will be an intro meeting with OIR and the Dean to create electronic processes. Need to plan now for fall 2022 launch. Will show what structures are in place and can customize what is already

established.

Deans - Help socialize the following concepts:

Discipline Accreditation Check-in - July 1

Reminder coming soon to all academic units to give OIR any materials that are submitted and also include the required consistent description on upcoming. We want to make sure SFA records are up to date for accreditation materials. Need to keep up with statuses for SACSCOC accreditations. Have to present consistent description of university to accrediting bodies. Reminders will go to who OIR has on file as program lead; deans and unit leaders will be copied as well.

Faculty course credentials - Fall 2021

Courses that are scheduled are available for review of course credentialing. Academic units can review at any time and adjust as needed. Will send prompt to unit leaders to begin reviews. Instructions on "how to" online. OIR fills in blanks for appropriate credentialing. Some courses are not credentialed and need to be added. Hoping to transition to full academic unit management.

Dr. Sampson – regarding grad faculty status, we have been cleaning up faculty records and have a lot of graduate faculty that need to do this before fall.

Dr. Wurtz – where can we access courses and credentials? Karyn will send a prompt with report and how to pull: MySFA, faculty tab, Digital Measures, reports menu, course credentialing.

Change start dates to fall. Click run and the report will be created.

What to do when a university changes their name? Put the old institution name (new name in parenthesis)

5. **Student Registration Tracking**

Added new features related to display default. New "Set Filter" and "Opt-In/Opt-Out" buttons. Can customize notifications. Added a feature to allow users to select preferred display. Can select as many items to view as you would like. Dr. Wurtz – Look at past data? Have to select "all data for selected term" to view past years data. John Calahan - In "Set Filter" parenthesis indicate last active term default display. Opt-In/Opt-Out – Can set to receive notifications via email that include the live link to click to check updated information. Run report independently - on MySFA, research tab, student registration report.

Dr. Sampson – Further student level detail can be found in the Webfocus application report automatically distributed by graduate school.

6. **Partnership updates**

Ryan Brown-Moreno

RELLIS: 10 applicants and 8 admitted students. With the current course sequence only 1 student could start on the RELLIS campus this fall. Dr. Shankle (RELLIS) has approved offering online courses this fall if enrollment is less than 10.

Erma Nieto Brecht – question about sequencing. Is there flexibility for students to take another course? Dr. Abbott – always willing to examine what might be possible.

Actively recruiting at Bryan and Brenham. Working on other prospect student lists as well.

Raquel Skidmore – how does advising work? Dr. Akerson and PCOE advisors are working with Allyssa (designated RELLIS advisor) to train. Dr. Akerson is advising now, will hand over to Allyssa. Allyssa is also working with Lisa Stone and Morgan Kelly (BSIS advisor).

Dr. Wurtz – how does program work? Rellis is its own campus, A&M initiative. Every A&M system school offers at least one degree at the RELLIS campus. Consortium with all schools represented. Will we expand? Unsure. Discussions will happen soon with Dr. Smith, Dr. Guidry, and Ryan. Dr. Guidry - There are some new programs. Everyone votes on what to allow. If we propose something all institutions would need to agree. Rellis money pays for faculty position at other A&M system schools, not for us. We fund ourselves. Tuition is also lower, lower overhead. Aviation: 33 applicants and 20 admitted students. The Aviation faculty member has been hired. James Williams has a planned start date of June 1. How many are registered?

Highway 59 Corridor is a strategic priority for institution. Want an offering at Polk County Commerce Center in Livingston this fall. The MEd drew a lot of interest, brainstorming creative ways to have a presence this fall.

Lone Star Atascocita: Dr. Lesa Beverly is working to fast track an 18-hour certificate program to prepare educators for DC/freshmen level math teaching to begin this fall. They plan to offer MATH 5305 this fall virtually. Atascocita wants to offer 18 hours in different content areas so people can teach DC. Eventually want to stack certificate to create master's degree. Wants freshmen comp, history, government. be thinking of possibilities.

Lone Star main Campus: Dr. Hubbard received NSDF grant for courses to be taught at LSC Main campus. Working out logistics.

Hudson high school – very interested in dual credit. Working on culinary, will be reaching out soon about other options.

Erma Nieto Brecht – update from Deep East Texas College Career Alliance – students not performing well with LIT, will be shifting DC providers to SFA. We require TSI and LIT does not. DETCCA students had 100% pass with SFA. We still apply our requirement for TSI. DETCCA includes 7 ISDs.

Dr. Guidry – Erma mentioned TSI. Tricia Lance and Raquel Skidmore handle TSI and they do a great job making sure DC students are qualified.

7. **Lifting Policy Suspensions**

Steve Bullard

We are returning to normal policy in the fall. Dr. Gordon will report this to regents. May be one or two exceptions. Erma is looking into an updated policy. Dr. Bullard will send list of policies that have been temporarily suspended to the deans. Talk in dean's forum and discuss in first meeting of dean's counsel with Dr Smith. Nothing should be controversial.

8. **University Budget Council**

Steve Bullard

How are things going?

Dr. Bisping - Getting regular updates on budget. A little rushed, but a lot of transparency. Good recommendations coming from group.

Gave 4 or 5 recommendations, Dr. Gordon has accepted all of them. Big item of concern was increases to athletics in this climate. Athletics will not have any increases, will be held flat.

Dr. Gordon – received 975-page budget document from legislative session. Does not look great. Did not get 5% claw-back back. Were additional cuts in variety of areas. Gross budget from the state is almost 7% cut.

Did get money for center for applied research and rural innovation. Has ideas for how we can use that to help with faculty positions. Between now and Monday we could see line item vetoes and last minute changes.

Abbott – Is this 7% decrease from last year budget?

From last budget cycle. Had 3.2 mil taken out. Will not be restored. Between last legislative session to this session is the 7% decrease. Took a little hit in designated tuition because of lower credit hours.

Between 12 and 15 million less than last leg session.

9. **Any Other Business**

Any applications to president's innovation fund? We did have 25 applications. Committee has met once and is reviewing applications. Excellent applications.

Remember what Erma said about evening advising outreach. May suggest trying to contact students in the evening, may have more luck connecting. Consider shifting hours to do so.

Third marine aircraft brass band is performing today in concert hall.

Heather Catton– awarded a grant for this summer to host 11 students for a 6-week program. Academic professional engagement, service learning, trip to Kilgore. A lot of support. Will complete SFAS 1101 class.

Dr. Abbott – PCOE has hired new director for Early childhood lab. Crystal Adams. Begins Monday, June 21. Restructured ECL, all goes into effect June 1. Infant to age 5 still limited spots open. Summer opportunities for elementary age children also.

Raquel Skidmore - SFAS 1101 coordinator hired! Hoping for June 1 start date. Interviewing for GA position. 410 sections of SFAS 1101 open. Updated program learning outcomes. Piloted 8-week program for transfer students that went well. Have specialized online section. Student Affairs are doing themed classes. Raquel will send doc with all courses listed. SFSA 1101 and AARC help retention.

Ryan Brown-Moreno - Agreements on SFA articulation site: will remove any agreements that are out of date and only have current agreements on site. Will still have links for everything, but this will help us keep track/be on same page.