

Academic Affairs Council  
November 20, 2019

1. **Showcase Saturday/Transfer Showcase** Erma Brecht

Erma reported that the Showcase Saturday held on November 9, 2019 was hugely successful with increased numbers from last year. This year coincided with a home football game, which was also an attraction.

We have a Showcase planned specifically for transfer students on Friday, January 31, 2020. This will be catered to meet the different needs of transfer students. Many community colleges do not have classes on Fridays. More information to follow.

Erma explained that transfer students have attended previous showcases but this one will be specifically targeted for them. Dr. Bullard stressed that course availability is very important for transfer students. Erma stated that in order to increase enrollment the transfer market is critical.

Erma explained that the Project Management Office (PMO) are looking at a Customer Related Module (CRM), to look at how we can become more strategic. PMO are looking at a couple of different vendors in the Higher Ed market, further updates to come.

Anthony Espinoza explained that his department are looking at calendar options to incorporate all events on campus. Further details to follow.

2. **Student Achievement Dashboard (SAD)** Karyn Hall

Historically SFA have captured and compiled student achievement measures from a variety of sources, however in the past a lot of information has overlapped. To provide some clarity and provide a clear response for SACS we have created SAD information, which includes graduation rates, retention rates, TSI completions etc., financial aid, student debt measures (QEP topic) which are all very important at the institutional as well as program level. There is an increased need to present our accountability and this will be included in our compliance report. We have institutional, legislative, and THECB 60 x 30 targets. We will be compiling this together and making a clearer picture of where we need to be. The completed dashboard should be published after Thanksgiving.

3. **General Electives in Degree Plans** John Calahan/ Marc Guidry

Dr. Guidry explained we have been putting our four-year sequences over eight semesters into our software, which in turn predicts the number of seats needed in courses through Platinum Analytics to get a more accurate prediction. What is affecting our results is when a program has general electives and the way that is interpreted in software if there are no parameters, this skews the results heavily. John stated that if we can tailor it more we could get results that are more accurate. We have over 4,000 degree plans . which makes it very difficult for software to use. Dr. Bullard stated that faculty need to own the curriculum but if it is too difficult, then that is a problem. John will be sending information to each of the deans by Friday.

John said looking at our 100/200 course level offerings, we have a significant number of

that are underutilized. We are offering a great deal of classes that are habitually under-enrolled, we have under capacity classes at all levels.

4. **Integrating Career and Professional Development into Academic Programs** Marc Guidry

Dr Gordon asked Dr. Guidry to put together a committee to look at how we look are advising across the university, called Reimagining Undergraduate Advising. One of the things we are looking at is integrating career and professional development into advising. Jamie Bouldin and Brian Oswald have been tasked with looking at this and collected information. Dr. Guidry provided the results; he reported that several programs did not respond to the emails about this very important information. They are looking at what we doing to help students to find jobs. More and more pressure is being placed on rate of debt when they graduate. Dr. Guidry summarized the strategies that some departments are using. Our Career Development Department have a lot of resources, which are being under-utilized. Dr. Guidry asked the deans to talk to chairs and go through these report findings and information from Career Services and encourage them to use these.

5. **Nuventive Actions** Pauline Sampson

Dr. Sampson reported that the majority of programs did get their data in to Nuventive, however action steps were not reported on all graduate programs. She will be contacting the deans regarding the next piece.

6. **Budget Update** Alisha Collins

Dr. Bullard asked Dr. Stovall for a brief update on the recent faculty senate meeting. Dr. Stovall reported that Dr. Gallant spoke, as well as Dr. Gordon. Danny presented on budget, all senators said that it was the best meeting ever since coming to SFA - more budget information was presented and was more transparent .

Dr. Bullard explained to the deans that we have had to come up with some cost savings for this fiscal year, the original amount for our area was \$1.9 m. Each VP submitted their findings and we are still half a million dollars short. Dr. Bullard said he was not sure how this will affect our FY21 budget. We have to do everything we can to build great relations with students, parents, community colleges, etc. The budget office have done a financial analysis on dual credit, which looks positive. Dr. Bullard will share this information with the deans so they can share with chairs. He stressed we should not cut adjuncts, we need to increase SCH. Deans said we sometimes have trouble finding adjuncts.

Dr. Bullard also said we will be looking at reassigned time, are we giving too much and hiring adjuncts to cover - we have to address that, he asked the deans to please explain this to chairs.

Alisha said she has received most of the information on reassignments and adjuncts – this needs to be sent to her by 5pm today, so that we can send it to the president tomorrow.

Dr. Wurtz asked, hasn't the enrollment been the same within 500 over the last 20 years. Dr. Guidry explained that demographics are showing that enrollment is going down

further and other schools have increased enrollment while we have stayed the same. Erma said it is important to look at not only the enrollment but the make-up of the enrollment. With dual credit and graduate students we have less SCH. Our first time, full time freshmen enrollment has dropped for two years in a row. SCH is the number we need to be concerned with.

7. **Any Other Business**

Dr. Bullard congratulated Dr. Tkacik on the recent Freshman Research Forum.

Dr. Bullard asked if there are bright spots to be shared at board of regents meetings, to please him know.

**DEANS ONLY**

8. Dr. Abbott made a motion to approve the name of one of her units in the Perkins College of Education to:

*Department of Human Services & Educational Leadership*

the motion was seconded by Dr. Murphy and all deans were in approval. This will be an action item at the January board meeting.

9. Alisha explained that Danny Gallant, Jessica Barrett and Danette Sales reported to the cabinet this week on the options for differential tuition, to replace course fees. A committee has been looking at this with representatives from each college. Several options were proposed to Dr. Gordon. The one he has decided to move forward with is a set fee for all students. His main priority for offering flat rate tuition is to make it simpler for students. So there will be one flat rate for all students and that would be distributed to the colleges, based on SCH. Alisha is working with Karyn Hall on how the allocation could work, looking at perhaps a weighting calculation. Alisha explained that Dr. Gallant has been heading up this committee but now the decision has been made he will step back and let Academic Affairs finalize details. That flat rate would be approximately \$75 per student across the board.

10. **Course availability**

Dr. Bullard has been tasked by Dr. Gordon to put together a (LAN-CAT) Leadership Actions now – course Availability Team, who will look at processes. What we can do to get rid of any obstacles that prevent students from taking classes or coming on board. We have so many sections already filled and closed so early in the registration process, we are going to be looking at this.

All the deans will be part of the team as well as Michaelyn Greene from Finance and Administration, Joe Shannon, Karyn Hall, John Calahan and Alisha Collins.

There is a new adjunct pool posting on HR , which only .a few departments are using. The deans asked to share this information immediately with the chairs and department heads.

*Attendees:*

*Steve Bullard  
Marc Guidry  
Kim Childs  
Buddy Himes  
Christine Sinclair  
Brian Murphy  
Gary Wurtz  
Pauline Sampson  
Mike Tkacik  
Heather Catton  
Jonathan Helmke  
Tim Bisping  
Alisha Collins  
Sharon Brewer  
Anthony Espinoza  
Raquel Skidmore  
Karyn Hall  
Joe Shannon  
John Calahan  
Megan Weatherly  
Rachele Garrett  
Jeremy Stovall  
Hans Williams*