

Deans council
June 5, 2019
Hosted by College of Forestry & Agriculture

1. **Commencement**

Lynda Langham

Lynda explained that because of the planned construction to the coliseum the August commencement will be split in two, the same as May and December. Guest seating inside will be reduced by around 1,000 seats. There will be approximately 150 students in each commencement ceremony on August 17, 2019. This information will be released in the following ways:

Press release

Website

Emails and texts directly to faculty/staff/students

Messages on mySFA

Social Media

College and department bulletin boards

Calls to students by PhoneJacks

Requests to instructors to make announcement in class

Lynda will also communicate that students who have to re-print invitations because of this change will be reimbursed, if documentation is provided. A committee is in place to address future commencement ceremonies because of the ongoing work.

An official commencement de-brief is scheduled for later this week.

Dr. Guidry announced that bulletins are being published for orientation; the following will not be included because they require Coordinating Board approval.

B.S. in Construction Management

M.A. in National Security

G Certificate in Advanced English Pedagogy

Online delivery of Psychology B.A. and B.S.

Online delivery of the UG Certificate in Private Security and Asset Protection

The bulletins will be republished one more after approval, probably in August. He reminded the deans that if a graduate certificate is more than 16 hours and undergrad more than 20 hours, they require Coordinating Board approval.

2. **TCCNS**

Marc Guidry/Lynda Langham

Final approval for conversion to Texas Common Course Numbering System (TCCNS) will be submitted to the board for approval in July. Dr. Guidry stated that in the meantime chairs must ensure they are going in to Curriculog to take care of these approvals in a timely manner.

3. **Community College Outreach**

Janet Tareilo

Dr. Tareilo gave updates on community outreach in past two weeks:

Lamar Institute of Technology , Deep East Texas College and Career Alliance we already have partnerships with 5 of the school districts.

Jasper high schools and ISD's are coming together to meet the needs of students. Similar thing will probably come together in Crocket, also Timpson have the Collegiate Center.

Lamar State College Orange.

Lamar reached out to SFA because of our award winning bass club, they are starting one also. Dr. Tareilo stated that Dr. Murphy, Dr. Bisping, Dr. Williams and Dr. Abbott have been very proactive in reaching out regarding dual credit and our 2+2 partnerships. Nursing are planning to meet with them also.

She stressed that what the deans and chairs are doing makes a difference for our partnerships. Lamar is very interested in growing the partnerships. Lamar Orange are in a growth mode and hope to increase from 2,500 to 6,000 students.

Dr. Bullard and Dr. Bisping had lunch at LoneStar in the Woodlands with the new regent. The partnership continues to mature and grow, with discussion regarding the Flex MBA. They are interested in discussing zoom technology.

Dr. Tareilo gave an updated outline for Articulation agreements, this was formulated in conjunction with Kirsty Dymond from legal counsel.

Dr. Abbott stated we also have issues with MOUs. She was encouraged to draft her own and send to legal for approval.

Dr. Tareilo will send the deans a list of all articulation agreements currently in place. LoneStar want us to visit again and for students to visit our campus. Affiliation agreement is about financial aid which allows students to still receive financial aid if taking courses at community college and here at SFA.

All articulation agreements should be sent to Dr. Tareilo. Dr. Wright has been named the new principle at the new Houston North Campus and would like to start working with us.

Emily Jefferson is the new transfer coordinator in admissions. Dr. Bullard will schedule meetings once a month with Joe Shannon and others to discuss dual credit and community partnership.

4. **Budget Questions**

Steve Bullard

Dr. Bullard asked for any questions on budget and reiterated that deans and directors should be brave and use managerial flexibility, if something is important then give up part of your salary increases. There was a question about faculty/staff hired in January - they are *eligible* for an increase but that does not mean you have to award one. The deans have maximum flexibility, it is ok to give zero – just document.

Alisha reminded the deans that the budget worksheets are due by 5pm today. Dr. Bullard also reminded the deans that what they submit is a recommendation, only and they should not commit to staff and faculty until this is confirmed.

At the budget meeting, Dr. Westbrook talked about graduate assistant support. There will be a

task force to look at how to improve and how to increase the stipend.

5. **Awards Idea from Dr. Ray Darville**

Steve Bullard

An email from Dr. Darville was distributed, concerning awards ceremonies and suggestions on how to move forward. Dr. Sampson said that a committee with faculty senate representation has already reviewed the research awards and she would like their recommendation document to be part of this discussion. Dr. Williams also headed up a committee to review Regents Professor Award. The deans were asked to share with chairs and we will review this at a future meeting.

6. **Academic Affairs Retreat August 7**

Steve Bullard

Dr. Bullard asked for suggestions for our upcoming Academic Affairs Retreat on August 7. A couple of specific ideas were:

Discuss the money allocated to each college to engage in marketing, (\$10,000). We could have Shirley Luna join us to explain what Richards Carlsberg have been for flex MBA program, and what they can offer. What we do as far as marketing with the ISD, dual credit, educational leadership. Charlotte Allen teaches a class in social media marketing and would be happy to take on projects – look at potential ways to use what we have.

Scholarships; what are we currently offering, and how.

Those were just two topics for consideration, Dr. Bullard asked for other suggestions and this will be discussed at Academic Affairs Council on June 26.

7. **Any Other Business**

Dr. Bullard asked if the deans are reviewing snapshots on course enrollment, from Shauna Attaway. Also courses that are closed - these should both be discussed with chairs.

He also stated that the regents will continue to look at low producing programs, we currently have five on the list. Some cases have very good reasons which need to be articulated.

Dr. Guidry stated that we lose too much money when offering under-enrolled classes during the summer and therefore they will be pro-rated.

The Chair of Faculty Senate had heard from faculty that we are eliminating stipends for distance education. That is not an immediate action but will be in discussion in the future. Everything is on the table.

Dr. Abbott said it would be useful to have a list Zoom ready rooms to offer classes, Anthony Espinoza said he would arrange that.

Dr. Bullard stated that the number one HEF request for each college would be funded. A change in law now allows cloud based software to be purchased using HEF funds. If awarded you MUST spend HEF on that item, it cannot then be spent on something different.

Anthony said IT is trying to have more Zoom ready rooms and more classroom support. If classroom support is an issue, please call IT, they are developing this service. Mary Smith will

lead up the classroom technology. Information on how to contact for assistance will be made available in every room for faculty.

Attendees:

Steve Bullard

Sharon Brewer

Alisha Collins

Janet Tareilo

Marc Guidry

Edward Iglesias

Pauline Sampson

Julia Phillips (doctoral student in Ed Leadership program)

Tim Bisping

Anthony Espinoza

Hans Williams

Scott Shattuck

Judy Abbott

Erma Brecht

Joe Shannon

Lynda Langham

Michelle Harris