

Deans Council

October 4, 2023

hosted by Micky Elliott College of Fine Arts

meeting commenced at 9am

1. Approval of Minutes

A few minor edits were made to minutes of September 20 and approved via email. Minutes are posted on Academic Affairs web page.

2. Endowment Spending Account Audit Jill Still/Jane Ann Bridges

An audit was conducted for the endowment accounts in October 2022, and found no instances of inappropriate use. \$100k was used as the threshold, a number of spending accounts had a balance of more than \$100K.

We need to align the expectation, where should these funds be housed to be used efficiency. In some instances, it may be better to move the money back to an interest-bearing account and grow for future use.

Jane Ann will send a copy of the report to the deans and asked they review the balances. As of 9/1 UTS endowment compliance committee will also be reviewing these, direction and guidance will be coming from UTS.

3. Enrollment Steering Committee Meeting Lee Furbeck

Dr. Furbeck has started the enrollment planning process and has met with several people over the last few months, looking at our demographics. Even though we do not have a permanent president and strategic plan in process we do need to get an enrollment planning process in place. Dr. Furbeck made some assumptions in lieu of a university strategic plan. We want to grow enrollment. This is a campus wide process and is very important, it is grounded in the current strategic plan that expires 2023.

The steering committee will be chaired by Dr. Lee and Dr. Smith to ensure everyone is on board with the planning. 15,000 is the physical capacity for this campus, as a starting point we want to improve metrics in retention, new student enrollment, and then we can predict a number. The impact from COVID last several years. Our goal, at a minimum, is positive growth year over year.

We hope to have a final document in place by the time we have a new president.

The deans stated we have not invested in growth in the past, this ties into the action plan (unmet needs) that Dr. Smith is working on with deans.

We need to look to more partnerships with international institutions. Study abroad is seeing a lot more students involved and taking advantages of it. We need to ensure our processes and systems work, we need to fill staff vacancies.

Dr. Wurtz stated that Showcase Saturday have created several surveys with important information to help us with recruitment in future, as well as national trend data. We need investment in recruitment and retention.

4. SACs Visit Update Marc Guidry
A SACS Team of five people will be onsite to conduct the Governance change, October 16 - 19. A schedule will be provided and a meeting arranged with the deans.
5. Update on Deans Office Restructure Kim Childs
Deans Forum met to discuss details of the restructures for office administrators to the deans, and submitted a number of additional requests. These will be submitted to HR.
6. Available Vacancies in Academic Affairs Lorenzo Smith
A list of available vacancies was provided and Dr. Smith went through each college, (this list is not fully accurate). Deans want the flexibility to use vacant lines to address equity issues.

Dr. Smith said we must look at eliminating low producing programs over time with attrition. He asked the deans to update this vacant list for their college and send to Sharon.

7. HOP Process Lorenzo Smith
Dr. Smith has dissolved policy committee, the new process for reviewing HOPS will be the 4SP, involving chairs council and faculty senate. Senate will only have 60 days to review a HOP
8. Stacking Financial Aid Awards Lorenzo Smith
Dr. Smith is making good progress on this topic, and has had several meetings with a group including Judi Kruwell.

Changes will be made to the current HOP to define what is stackable, basically anything that is not O&M, (can use both 28 & 29). For GTA/GRA - LEAP will be applied first, any other award will be applied on top. We are getting close to solving this issue. problem.

The topic of dropping students was discussed; if they qualify for financial aid what is the purpose of dropping them? It was suggested we move the drop date to much later in the semester for non-payment.

9. Cross Listed Courses in ORGS

Lorenzo Smith

Dr. Smith has found several cases of cross-listed courses in ORGS that are not documented. Dr. Guidry stated there is no problem with cross-listing if they are clearly defined in the syllabus. Dr. Smith directed all deans to make sure all syllabi for cross listed courses properly show a clear difference in the learning experience across UG, MS, and DOC level students, effective Spring 2024.

10. STARs

Lorenzo Smith

The deans should look at the process for distribution of the STARs \$300k and reply by October 13.

We have a couple more weeks to spend the remaining \$140k, recommendations should be sent to Dr. Smith.

Meeting adjourned at 10.59 a.m.

Attendees:

Lorenzo Smith

Marc Guidry

Sharon Brewer

Kim Childs

Gary Wurtz

Dustin Knepp

Hans Williams

Tim Bisping

Judy Abbott

Jill Still

Lee Furbeck

Jane Anne Bridges