

Deans Council
10/5/22

1. Minutes from Deans Council September 21 were approved and posted on Academic Affairs web page.
2. Dr. Smith distributed a handout from the last board meeting that was provided by Gina Oglesbee showing the adjusted unrestricted budget net position analysis. This report shows that our budget and reserve are in good shape. It shows that by August 2023 we will be approximately \$33m above what is needed for our reserve. Dr. Smith mentioned to the chairs that we need to look at this again and calibrate.]
3. There is \$1.3m carry forward in differential tuition, Dr. Smith is working with finance for Academic Affairs to get the entire balance, because the original use was to replace course fees.

Institutional Reserves policy 3.19 states deans, chairs provost need a reserve, not necessary a plan on how to spend it.

The 40% reserve rule (policy 3.19 Institutional Reserves Fund) applies to the institution as a whole, but not on every line. And therefore Dr. Smith is going to advocate for every penny immediately for Academic Affairs. The president has asked for something in writing,

Freshmen enrollment is up and so it will increase the number of sections and cost of adjuncts, we need to be able to meet these costs so we do not drop SCHs .

Several of the deans are looking at a redistribution of funds to meet equity issues.

If we want to change differential tuition, it would need to be approved at the January board meeting. There is concern that nothing will be done this year while we are in talks with systems.

Dr. Smith asked the deans to prepare something on faculty salaries that we can take to the president.

Dr. Childs was not in favor of targeted raises, as it is not fair, we need to be able to offer across the board equity/merit raises. Suggestion to go back to the deans original recommendation of 6% across the board. Dr. Smith wants to give deans the option to opt out if they want to. Dr. Knepp said it would cost \$1.3 million to give raises to all faculty and get minimum salaries for the various ranks. The deans expressed something should also be done for staff.

4. **Academic Program Review**

At our last meeting we agreed to revise policy 5.1 Academic Program Review, to remove 10-year review requirement for undergraduate degree programs. We have annual reviews for all programs that apply to this policy.

Karyn Hall presented a document summarizing the proposed changes.

The ten-year review (graduate) is written, 1-year is oral, with no written requirement. These proposed changes will be reviewed by the policy committee and then posted on the Academic Affairs webpage.

Minimum section sizes policy is also on the schedule to be reviewed by policy committee. Dr. Williams asked if Provost could send a recommendation for consideration.

5. **Graduate Processing**

Sheryll Jerez

Information meeting for graduate admissions, we will be using Slate in the near future. The applications will be pushed by the undergraduate team, decision to admit or deny will still be made by the academic program. The only change will be that the graduate admissions will be pushed by the UG application.

Slate will not be implemented for about 6/8 months. Dr. Wurtz asked that this be directly communicated to the academic unit heads and Graduate Council.

6. **Straighterline transcripts**

Dr. Smith asked, are we accepting Straighterline transcripts from transfer students, academic integrity is our priority. A large number of athletes are transferring these in. Dr. Smith and Dr. Guidry will look into this and set in place some standards and expectations.

7. **Policies**

Hans Williams

Emeritus (7.10) - There was a question on when faculty can apply for emeritus, they must be retired or in their last semester before retirement.

Credit and contact hours (5.4) - no major changes.

Selection academic deans (4.9) – no major changes.

The deans had no suggestions for these policies and the Provost approved them for inclusion at the October board meeting.

8. **Coverage for Christmas and Thanksgiving Break**

Christmas and Thanksgiving breaks were discussed, a number of staff want to use their administrative leave to take the whole week at Thanksgiving and/or Christmas. Dr. Smith stated as long as there was someone to answer the phones in each of the dean's offices, there would be no problem.

9. Circling back to salaries, Dr. Smith said we can try to fix now with our own money or ask for outside money which may or may not happen anytime soon. All deans agreed we should ask for external money coming into the division for across the board raises and if this is not approved

colleges should have flexibility to do something.

10. Dr. Childs asked if we could re-address section sizes, perhaps increase section sizes in certain classes, lower level, freshmen. Students come to SFA to interact with faculty and keep classes small and not on-line.

11. Enrollment continues to go down although freshman enrollment has increased, around 1800 up.

Attendees:

Christina Sinclair

Tim Bisping

Sheryll Jerez

Sharon Brewer

Dustin Knepp

Karyn Hall

Lorenzo Smith

Gary Wurtz

Hans Williams

Alisha Collins

Marc Guidry

Kim Childs