

Deans Council.
November 4, 2020

1. **Commencement** Erma Brecht/Lynda Langham
Erma and Lynda gave an update on the December commencement scheduled for December 11th and 12th and will be held in person. There will be a total of five ceremonies to allow for social distancing, and will incorporate some May and August graduates. Each ceremony will be limited to 250 graduates, faculty are encouraged to attend however, we are we are mindful of Covid concerns.
2. **DE Committee Input on Course Review Process** Marc Guidry
After an issue with a department chair, there has been some discussion about approval of online courses, this will continue to be handled by the Curriculum Committee and the policy will be updated as necessary.
3. **Early Alert process** Marc Guidry/Trina Menefee
Trina Menefee gave an update on the Navigate software, in particular our early alert system. We need to ensure that alerts raised by faculty members are closed out correctly. Trina and Jessica Boone will develop a list of best practices to handle alerts, which will be sent to the deans.
4. **Policies** Tim Bisping
6.3, Final Course Grade Appeals by Students
6.7, Class Attendance
10.1, Textbook Adoption Timeline

These policies were reviewed and discussed with deans. All were approved and will go to the Board for approval in January, 2021.

5. **Graduate Student Survey** Pauline Sampson
The graduate student survey will close on November 7th, we currently have over 50% return rate. A reminder was sent to all graduate students on Monday. Most questions were centered on modality and length of terms. The results will be widely shared.

Graduate Research Conference

Deadline for submissions is February 26, 2021, April 13, 2021 is the virtual conference.

6. **Communication to Students about Class Delivery after Thanksgiving** Marc Guidry
Dr. Guidry saw a Chronicle article about how students are not supposed to come back after Thanksgiving. Our website is not clear and says MOST classes will be online after thanksgiving, need to communicate this to students. Housing and catering will still be open, Dr. Guidry will prepare an email to go out as soon as possible.

We have been asked why we are not cancelling spring break. As of now, spring 2021 is planned as scheduled however, we will continue to monitor closely.

7. **HR form for position replacements** Steve Bullard
A form will be forthcoming from HR that must be completed for ALL position requests, both faculty and staff, for both VSIP and non VSIP, every request will require

presidential approval.

8. **Faculty Guidelines Spring 2021**

Steve Bullard

The faculty senate resolution was sent the deans as a draft. We will extend fall 2020 guidelines to spring 2021, and look at further extensions later in the semester, due to Covid19.

9. **Follow up Lone Star College Kingwood**

Steve Bullard

Several meetings have been held between SFA and LSC Kingwood, this is a major opportunity for us. Our Engineering faculty are already working with LSC leaders in Kingwood, we will work on co-enrollment.

A Zoom call between LSC and the deans is scheduled for November 6.

10. **Any Other Business**

A letter was forwarded to the deans and chairs about dual credit, which will be sent out by the president to our dual credit and community college partners.

Dr. Guidry is working on getting a re-skilling grant, being offered by THECB left over care act money.

Jonathan Helmke is working on OIE grant.

Janet Tareilo is leaving on November 30, we do not know yet who will be handling community college partnerships, or student complaints.

A signing was held with RELLIS on both A&M and SFA Campus this week.