



Academic Affairs

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Academic Affairs Leadership Council

January 21, 2020

RTH 456

2:00 – 4:00 pm

2:00 – 2:20 pm

Faculty/Staff Complaint Log – Mr. Cooper

Mr. Will Cooper, Associate Dean for Student Conduct, addressed the AALC about their questions and concerns regarding the Faculty/Staff Complaint Log. This log was created to be in line with HLC requirements to allow students the opportunity to submit an official complaint that is not addressed under any other policy. There were three submissions last year. An example would be the lighting on Glenwood is not good enough.

Student Affairs is simply the repository for all general student complaints. This is an EC reviewed and approved procedure, not a policy. The log is used to identify any trends and prevent obstacles. Student Affairs has no plans to take action on these submissions.

Resolutions are included in the log and the appropriate division is notified. Dr. Cezeaux voiced her concerns about how this could lead to confusion among faculty and open the doors to personnel matters.

The suggestion was made to remove the five topics, which are all academic related except one for Financial Aid. Mr. Cooper will take the suggestions into consideration. Mr. Cooper restated this log should be the last stop to capture any complaints that were not caught through another standing policy or procedure.

2:20 – 2:35 pm

Just Communities & an Inclusive Workplace – Dr. Johnson

Wednesday, February 12, 2020 at 3:00 pm

Paid for by a grant from the Winthrop Rockefeller Foundation and will have community sessions. Deans are invited to attend.

Diversity, Equity, and Inclusion workshop. Invitation to follow and asking for head count. Others hold the time just in case.

2:35 – 3:00 pm

Ownership of Classroom Renovations/Upgrades – Dr. Robertson

Dr. Robertson stated a plan needs to be established to determine who is responsible for covering upgrades; as it stands currently, there is no real ownership for upgrades to classrooms. Dr. Cass echoed the concern and brought up the performance hall; who covers the upgrade because the university uses the space? Dr. Cezeaux suggested a report be ran of the last three years to see who used each space the most, then they cover the cost. Mr. Wester stated it will take a bit of time to build this data but Ad Astra is fully capable.

Ownership of Faculty Office Assignments – Dr. Robertson

There are space issues across campus. Several faculty are sharing offices. Other divisions are looking at our open spaces so Dr. Johnson needs to know how to prepare to retain these spaces. Follow up with Deans. An open faculty position may be the reason for an open faculty office. **Action: Please let Dr. Johnson know your specific space concerns. Deans will give a list of all office space, open and unopened/two per office, in the next two weeks. Andrea will get with Mr. Brian Lasey or Ms. Hinkle's office to inquire about schematics for academic buildings. Mr. Wester has leftover materials from a similar committee he will share with Dr. Johnson.**

3:00 – 3:25 pm

Classroom Technology Replacement Strategies – Mr. Wester

The Technology Committee mostly informational but the committee needs feedback. OIS upgrades approximately 10 rooms per year with replacement technology. There are 180 plus technology based classrooms on campus; 200 rooms including conference rooms. Faculty and departments are encouraged to be more involved in these conversations to make sure the appropriate technology is being updated. Dr. Cass inquired about how the online environment is being considered. Kaltura is taking the place for the online technology and seven Tegrity-based systems have already been replaced. Lecture capture and streaming platform have been updated. Mr. Wester reiterated IT just does not need to be making these decisions solely. Dr. Bean asked about the rotation to replace faculty computers. Mr. Wester stated new faculty are priority for computers followed computers in use that are operating without a current warranty. Kirby Austin and Joe

Keating have a 5-year plan to replace computers on a rotation basis. If you have any that need to be replaced, please contact one of them.

There have been an increase in requests for larger computing spaces; specifically spaces that hold 50 computers. If these requests continue to come in, OIS may need to consume a space or renovate a space to create a larger computing environment. On the other hand, we could repurpose a room. Please consider creating a working group that is composed of a dean, department head, faculty members, instructional designers, and IT, and possibly students.

3:25 – 3:30 pm

Extended Office Hours Pilot Study – Dr. Johnson

At this point, most of you have seen the announcement for a call for participants in the Extended Office Hour Pilot Study. If you wish to participate, please discuss your request with Dr. Johnson before having the conversation with your staff.

3:30 – 3:40 pm

Announcements & Future Agenda Items

*Tech Advise Update – Ms. Lederman
Handout. 107 students signed up as of today. Reaching out to Deans and ask about room preference. Meighan Burke will be present as well.*

VP Advancement Search

Candidate will be on campus Friday, January 24, Monday, January 27 and Wednesday, January 29.

Women's Month Activities

Kickoff for Women's Month activities will be February 25 at 7:30 pm with a female trombonist in Witherspoon Auditorium. January 24 is the next meeting and Dr. Erin Clair has been invited to attend. Twelve female faculty and staff members from Tech will be featured throughout the month.

Executive Approval Process

Submissions for approval by Dr. Johnson or Dr. Bowen will need to be received and reviewed one week before the submission deadline. If the Deans do not foresee this as attainable, please stop

the process. Dr. Cezeaux suggested SPUI host two sessions a year for faculty to better understand the grant and approval processes.

Ken Wester asked that any problems found at the beginning of the semester be reported so they can be addressed.

Dr. Robertson inquired about the exit survey students complete when they withdraw from the university. Once the survey is completed, data is compiled and is accessible through an Argos report in the Enrollment folder. Mr. Watson commented that finances are not the biggest reason. Mrs. Weaver indicated there is three years worth of data. Dr. Austin planned to look at this for Persistence and Completion.

3:40 – 4:00 pm

Recap / Next Steps

Adjournment!