**Dean’s Council Weekly Meeting**

**April 21, 2020**

**Academic Affairs**

**3:30 – 5:50 pm**

3:30 – 3:45 Open Discussion

3:45 – 4:00 Meredith Jones-Lawson – Zoom2ATU

*The Office of Admissions would like to host Instagram live sessions for students to get more information about ATU, their particular major interest or a specific department. Instagram is the main social media platform the current student population uses but the platform itself may not support multiple presenters. They would like faculty involvement and input from the Deans. The faculty would participate for Q&A sessions. All student populations will have an opportunity to participate and there will be a separate session for incoming freshman. Dr. Robertson suggested summer sessions would not be the best time if Admissions intends to ask faculty to be involved. Mrs. Jones-Lawson stated everything is still in the planning phases but the intention was for the sessions to occur over the summer. Dr. Robertson asked about the students who already committed to ATU and will already be attending. Mrs. Jones-Lawson stated those students will have a more tailored session specifically for incoming freshman. The Office of Admissions plans to send out a survey to the class of 2020 and ask what they would have wanted on the day they were admitted.*

*Dr. Cass asked for clarification on how this will work with TechAdvise. Dr. Johnson stated, currently students are going through a BlackBoard shell to review and confirm their schedule and regular TechAdvise activities are not occurring.*

*Dr. Robertson suggested a panel discussion would be good to host a department or one faculty member could host for a major. Dr. Cass likes the idea of faculty interacting with students but recommended multiple sessions for multi discipline departments. Department head can certainly host these sessions. Dr. Aulgur suggested a session be held to focus on online degrees and one for adult learners.*

*All the Deans shared the same concern that faculty are fatigued and it will be difficult to get faculty back during the summer. The consensus was to ask Department Heads first and then ask faculty who are teaching summer courses if they would like to participate. If you have any other feedback, please send to Mrs. Jones-Lawson,* mjoneslawson@atu.edu.

4:00 – 4:15 ReUp

*Dr. Johnson and Dr. Aulgur met with Dr. Bedsole today, April 21. Academic coordination was left out of the process and ReUp is having difficulties identifying advising placement. Flow of students has not been significant; they have sent approximately 20-30 students to eTech. Dr. Aulgur would like one person from the Professional Studies advising team to be dedicated to the ReUp students. There are three options, first, students with 60 or less hours would be directed to the Advising Center. Second, if the student wants to complete the degree they began, that student would be sent to the specific department, that way the student has an immediate response from a person at ATU. If the department is not responsive, it will be brought to the attention of the Dean. The third option would be if the student is looking for an expedited pathway, that student would remain in Professional Studies.*

*Dr. Johnson asked if there was clarification on what ReUp is telling the students. Dr. Aulgur will ask ReUp to define their messaging at the next meeting on Thursday.*

*Dr. Schoephoerster asked if there were any graduate students from ReUp. Dr. Aulgur stated not yet but when they do come in, they would follow the same protocol as stated above.*

***Action: Please let your department heads know about ReUp and inform them that students will be routed to them if they are interested in returning to their prior degree program.***

4:15 – 4:40 Pooled Funds

*Each Dean submitted a list of items their college wished to purchase. Ken Wester stated providing new faculty with computers this fall is one of his budget questions. Computers run about $1,500 each and he has about 15 computers on hand.*

***Action: Dr. Johnson will send out the full list to everyone once NHS is added. Currently, there are about $400,000 worth of purchases, so we are under the $600,000 remaining. Please check your prices. It was noted that each unit should have a strategy for when these items are delivered since all items are being delivered to Young during the campus closure.***

4:40 – 5:30 Budget Cuts

*Dr. Johnson asked the Deans to begin looking through their budgets to determine what can be cut. Supplies and services would be cut all together if based on 5%. Travel for faculty and staff to be cut from budgets is a suggestion. Dr. Aulgur stated he is very hesitant to give up professional development money especially when virtual conferences are expected to continue. Dr. Schoephoerster stated PDG fund are potentially on the chopping back. With HLC coming up, they will ask faculty about professional development support. Dr. Robertson noted every Dean’s budget has a professional development line and funds should be moved to those lines for professional development.*

*Dr. Cezeaux suggested that furloughs would be more palatable because that does not reflect a permanent cut – it is a short-term pain that does not prevent continuing to move forward. This would express this is a temporary situation. Dr. Robertson said Mr. Pennington preferred the term volunteer reduced time versus furlough. For example, an employee could volunteer to work 90% time and leave every other Friday at noon. It was not clear how a furlough would work for a faculty member on a 9-month contract.*  *Dr. Aulgur stated eTech faculty are not required to come to campus at all so it was not clear how they would give up time.* *Dr. Cass suggested to reduce overloads and keep salaries the same. Dr. Aulgur suggested a standard tuition increase as a place holder to be about $2 million and federal funds of $3.5 million to be used. Dr. Robertson posed this question and stated the fine print of the stipulations tied to the money will make it difficult to make the determination, so that is not likely to happen.* *Pat shared Ashley Golleher said the federal money has to be related to instruction and technology for remote instruction. Dr. Johnson stated other states have put faculty on furloughs and basically they work for the institution for free that day.*

*Dr. Schoephoerster stated ATU has submitted for the second round of funding from the CARES Act. The second round of funds are to be used for things like remote learning, IT support, train faculty/staff in a remote environment; can consider using funds to expand support to students.* *Dr. Schoephoerster sent out the CARES Act request by email before the meeting ended.*

*Dr. Cass would rather look at other options before furloughs. Dr. Robertson shared the committee is very reluctant to enter into salary and benefits.*

***Action: Pat will send out the budget information to the Deans. Please return with your available cuts by Tuesday, April 28. Do what you can, don’t worry about the %, just give amounts and do not touch student fees. Directors will need to do their cuts too.***

5:30 – 5:45 Announcements, Future Agenda Items

*Dr. Schoephoerster would like to propose, if the GA budget is cut, then he would like to require all remaining GAs have a requirement of teaching or research. He would ask all program directors to make their GAs research or teach. He would make a recommendation to Dr. Johnson and then provide approval.*

*GA budget may be reduced by $60,000 since that is the average of what has been left over the previous two years. Student labor money may decrease but Dr. Johnson felt that may be a last option.*

5:45 – 5:50 Recap / Next Steps

5:50 Adjournment!