

Dean's Council
August 10, 2020
Academic Affairs
3:00 – 5:00pm

3:00 – 3:30

Return to Campus

- Immediate Concerns
 - Dr. Cezeaux asked about remaining furniture to be moved. FAMA was very busy last week. Dr. Johnson suggested emails go to Mr. Lasey and cc Dr. Birkner.
 - Dr. Schoephoerster asked the Deans if their classroom furniture has been removed because there are rooms in Tomlinson where the furniture is just moved to the back of the room.
 - Dr. Johnson suggested Mr. Lasey be invited to the Wednesday update.
 - Dr. Bean indicated they are scheduled to remove the furniture from Crabaugh. Dr. Cass stated his college also moved their own furniture around and taped off seating. Tomlinson classrooms still need to be staged.
 - Dr. Cass inquired about exiting classrooms. Faculty need to know they need to consider students exiting.
 - Dr. Cezeaux is working on a document to provide helpful hints for faculty, including a suggestion that a seating charts be maintained.
 - Dr. Bean designated one stairwell up and the other down. Dr. Jones will do the same with Rothwell. Please be mindful of ADA requirements.
 - Dr. Cass inquired about the engineering consultant. Dr. Johnson shared the labs in Corley have been assessed and the report will be sent to Dr. Cezeaux at the conclusion of this meeting. Information for Witherspoon has not been finalized.
 - Mr. Brian Lasey joined the meeting at 4:00 pm. He will address the classrooms that still have furniture in them and building signage. There is a delay on the face shields from ADHE but they should be available on Friday. Dr. Johnson asked that 190 are

split between A&H, EAS and 20 for Education. Mr. Lasey said there is no need to submit the official request for these items. The proposal has not been received from the engineer who assessed Witherspoon. If you come across any other spaces that need attention, please pass those on to Mr. Lasey.

COVID Taskforce

- No new updates. Meeting tomorrow.

ACPG

- Quick start – student information – Posted?
 - Please send any feedback to Dr. Aulgur, but if there is no feedback or objections, this is ready to post. It will be posted on the Pandemic website and student resources page.
- Blackboard TT2OL
 - An email went out today to all faculty/staff that are teaching. BlackBoard expectations and the session on Friday are dedicated to training.
- Training/Professional Development
 - WebEx – Set up a personal room. Dr. Aulgur will take the lead on the how-to.

Communication – Department Heads / Faculty

- Syllabi will not be made public. The repository will be up and ready for use by Wednesday. Upload to Banner and it will populate to BlackBoard. Every shell will have a tab labeled syllabus.

Key AA Activities

- Department and College meetings Wednesday morning and professional development Wednesday afternoon. Thursday morning is for committee meetings. Thursday afternoon will have addresses from Dr. Bowen and Dr. Johnson. Friday morning will be HLC prep and BlackBoard expectations.
- Dr. Johnson asked about opening up her address to Q&A. It was noted this has not been the practice in the past and may lead to more uncertainty.

3:30 – 3:45

HLC

- The editor worked with Dr. Austin and Amanda Gardner over the past few days to complete the document. The document has been sent to EC for review. It is expected to go out to the

campus community for review/feedback the week of August 24th. Dr. Johnson, Dr. Robertson, and Dr. Austin will need to touch base about the Friday session.

Strategic Plan

- Information will be highlighted in the President's update. The full document will be posted on the website for year 4. Year 5 will focus on key goals, for example where eTech fits into the AA structure and a comprehensive plan for the Graduate College.

3:45 – 4:05

College Highlight Reel (3 minute highlight reel)

4:05 – 4:15

Meeting Schedule for Academic Year

- AALC Membership discussed. What are your thoughts on the makeup? Dr. Cass shared that the group was too eclectic. Depending on the focus of the group, the membership could be pared down. AALC could be more of an informational meeting. If someone needs to meet with the Deans, then they will be invited to a Dean's Meeting.

4:15 – 4:20

Announcements, Future Agenda Items

- There need to be parameters for when to move classes online when several students test positive.
 - Faculty member needs to talk to the Department Head and then it would need to be communicated to the Dean.
 - If half of the class enrollment is out due to COVID, then the faculty member should begin conversation to move course online.
 - Dr. Cezeaux wants to add documentation for proof of why the student is out due to COVID.
- Diplomas will be available for pickup in the Brown building beginning the week of August 17-August 28.

4:20 – 4:50

Prioritizing Academic Programs and Services – Discussion Chapters 1 & 2

1. What was your biggest takeaway from the reading?
2. What stuck out to you as important and relevant for ATU?
3. What could we implement immediately? (long-term?)

4:50 – 4:55

Recap / Next Steps

4:55

Adjournment