

**Dean's Council**  
**October 14, 2020**  
**Academic Affairs**  
**2:00 – 4:00pm**

2:00 – 2:30

Updates

- Faculty Senate

Dr. Schoephoerster addressed the Faculty Senate about the intellectual property proposal. The faculty had many questions and needed clarity on the policy.

The Shared Governance ad hoc committee would like to have a permanent standing committee. Dr. Johnson and Dr. Eshelman discussed prior to the Faculty Senate meeting and it will be brought back up to the Faculty Senate for a vote at the next meeting.

PDG funds were reduced for this fiscal year. Dr. Schoephoerster worked with the chair to help streamline the process and prioritize applications from tenure-track faculty who are presenting at virtual conferences. This updated information will be posted next week.

The HLC document was locked on Monday, October 12 at noon. There will be sessions to prepare the campus for the visit. Sessions will take place the last week of October and first week of November.

A student requested the pass/no credit option for this semester but this was not supported by Faculty Senate. Dr. Jon Clements, Faculty Senate president, will join SGA at their next meeting to further explain the decision. No other schools in the state are allowing this option.

The Board of Trustees meeting is tomorrow, Thursday, October 15. Mr. Branson will do a global overview of the budget for the Board.

The Faculty Senate sub-committee is doing a bucket exercise for the entire university, not just Academics. The Deans commented there should not be parallel processes for dividing the buckets. There are members of EC who are not happy about the data requests. The sub-committee also asked Dr. Johnson for some information and she shared what she had available. President Bowen encouraged EC to be transparent with the information requested by the Faculty Senate budget sub-committee. Dr. Cass suggested the sub-committee should

report to the Senate as a whole rather than operating as a separate group. Right now, the highest cut is around 8% rather than 20%. But 20% still needs to be identified as to what would be cut, because 20% may be cut from some budgets.

- EC  
Some students are disengaging completely. Entering freshman are below 2.0 at mid-term. Dr. Johnson asked Dr. Myers to work with Mrs. Marika Lederman and those at Ozark to see what can be done. Advisors have already reached out via phone and/or Mongoose. The thought is that students were planning on having the pass/no credit option. The grading policy stands as is. Please have faculty reach out to Dr. Myers or Mrs. Lederman with questions about reaching students who need help this semester.
- Covid-19 Taskforce  
Dr. Schoephoerster reported the meeting went smooth. There are still pending results from the mass testing. The reason for not seeing a spike in numbers was that we had the spike a few weeks ago from the athletes. Today's information session was recorded and will be posted online. There was discussion about asking student to do a voluntary 14-day quarantine before they return to campus for the spring semester. The start of the semester is so early, that the 14-days would include New Year's Eve and New Year's Day. The thought is now to do a mass education process to encourage masks and distancing. The committee recommended to extend the accommodation policy for faculty and staff to the spring term. All need to reapply for the spring semester. Dr. Johnson stated EC did not have an issue with the extension. Faculty need to be ready to pivot to online classes for the beginning of the spring semester.
- Commencement  
Nothing in person. Discussion about the Deans reading the names of each graduates. The consensus is for all the Deans to record their celebratory readings similar to August commencement.
- HLC
  - Syllabi Repository – there are a few remaining but Dr. Cass is addressing those courses.
  - Learning Outcomes & Bragging Points / MARCOMM – Dr. Johnson shared the information from Carrie Philips. Deans, please follow up on these items.
  - Campus Preparation
- Other Committee Representative

2:30 – 3:00

#### Program / Budget Reduction Process

- Department Head Release (see proposal at conclusion of minutes)
- Bucket 6 – Adjunct Pay Increase  
If there are funds available, this needs to be addressed. Dr. Johnson asked Pat for the number of adjuncts and what an increase would be per credit hour. This would also be an increase for overloads. Dr. Cass stated this could help with competitiveness.
- Bucket 6 – Other Items (AI, VR, Innovative, New Markets, High Demand)  
Please look for high demand areas or markets that are not fulfilled at other state institutions. Look at areas that can be satisfied by hiring one faculty member.

Dr. Johnson mentioned shared resources with other universities, i.e., University of the Ozarks in Clarksville. Dr. Cezeaux suggested partnering for study abroad programs too. Dr. Robertson suggested Nursing faculty staff the Health and Wellness Center as part of keeping their license current and completing their required hours.

3:00 – 3:45

#### Laury Fiorello

- ROI Department Analysis  
The Deans received an updated analysis today. Dr. Bean requested the internship line be moved under the Deans budget as it does not generate true SSCH.
- Course Fee  
Bad news – no resolution today about how that is going to look for the budget. The format for this in the budget book is still being finalized. Mrs. Fiorello indicated there may be a mid-year budget report submitted to the Board. Dr. Robertson questioned column E. Mrs. Fiorello will double check the data and numbers and get back with Dr. Robertson. Dr. Robertson stated there may also be an issue with the data generated. Dr. Cezeaux indicated a potential data change with her college and Mrs. Fiorello indicated she would pull the data again for all colleges. Dr. Jones asked about net revenue, he indicated the total revenue does not include column P. Mrs. Fiorello stated she would correct this error across the colleges. Dr. Aulgur indicated eTech is fully online so they do not have the mixed technology fee.

3:45 – 4:00

Announcements, Future Agenda Items

- Committee Updates

Dr. Cezeaux thanked Dr. Aulgur for the suggestion for how people can tip when paying for the Hospitality meals. 120 meals were sold last week.

Dr. Jones – MARCOMM completed a photo shoot and a billboard will be prepared and displayed at the entrances of ASU and UCA campuses. The billboard will be up for two months.

John Maxwell is going to speak on February 17, 2021 regarding ethics. Q&A will available and the campus is invited to attend. Dr. Johnson asked that all Deans encourage their ethics courses take advantage of this opportunity and to consider integrating this lecture, when possible, into their class in some way.

4:00

Adjournment

## **Department Head Release Proposal**

The DH Council has agreed on a proposal for additional release time for Department Heads based on department size. Our proposal would be that the release time would be based on the faculty FTE in each department based on this scale:

0-5 FTE: Teach 15 hr (9 hr release)  
6-10 FTE: Teach 12 hr (12 hr release)  
10-20 FTE: Teach 9 hr (15 hr release)  
20+ FTE: Teach 6 hr (18 hr release)

This scale would provide the "base amount" of release for each dept. Additional release requests for special events (e.g. accreditation visit) would be on top of the base amount.

We are envisioning that this will be part of 'Bucket 1 - Enhance through additional resources'. Please let me know if you have any questions about this proposal or need any additional information.

Department Heads teach 15 hours for the fiscal year, divided up how they agree with them and their Deans. Dr. Aulgur suggested merging the first two options. Dr. Cass suggested 2-2-1 as this is the practice across regional campuses. 0-10 faculty members leave at 2-2-1; if there are more than 20 faculty, then an adjustment can be made but if all are normal size, then 2-2-1 should be sufficient. Dr. Cezeaux suggested for those who have 20 or more, that a release be given in the spring to complete evaluations. Dr. Johnson indicated this topic came about because Department Heads did not have enough time to complete assessment requirements. Dr. Robertson suggested the assessment requirement be added to the Department Head position description. Dr. Cezeaux suggested adding it to the Faculty Handbook too. Dr. Jones suggested to give a stipend over a certain amount of faculty, which would be less than a release or overload. Pat indicated that is how we previously did it but when we moved toward CUPA, that went away.