

Dean's Council
October 26, 2020
Academic Affairs
1:00 – 2:45pm

1:00 – 1:25

December Commencement – Mrs. Tammy Weaver and Ms. Brandi Tripp.
Saturday, December 12 at 10 am.

- Enhancements – All students who submit pictures and quotes will be incorporated into a single video. Students are uploading photos and quotes now. MARCOMM is creating A Look Back at Tech, a look back at past four years to include freshman convocation.
- Script – Deans are asked to read the names of each graduate.
- Taping – Deans will be recorded in the TV studio. Christie Kellar will video. These videos will be due in a few weeks to allow time for editing. Dr. Aulgur volunteered to read the associate degrees.
- May 2021 Tentative – An Intent to Participate form is posted on the Registrar's website. The form is for all May and Summer graduates to indicate if they will be participating in person and to help determine how many ceremonies are needed. The Band and faculty may be virtual to have as many seats available as possible and disability seating will need to be accommodated. Eliminating faculty on the floor would give more participants the opportunity to participate. Outside graduation is an option. The football field would allow for more people.

1:25 – 1:40

Updates

- MT 49 and MT 99 Clarity
Dr. Aulgur stated the technology we have may not allow for this to be embedded since the schedule is posted. Dr. Johnson asked Dr. Aulgur to check to see if this can be annotated.

Dr. Robertson suggested a targeted announcement be sent to students describing the meaning of the different course modalities and how to find them on the ATU website. Dr. Aulgur suggested this information be distributed to faculty as well. Dr. Jones suggested how course delivery is annotated be changed and this can be explored in the future. Dr. Johnson suggested no additional changes be made to the schedule past mid-November since students are currently registering for the spring term. Dr. Cass suggested switching courses rather than changing the modality to accommodate instructors.

- HLC
 - Learning Outcomes & Bragging Points / MARCOMM
The whole reason this was started was so all learning outcomes would be in the same place on the website and the reviewers would not have to look in multiple places. MARCOMM wanted to take this opportunity to optimize so students could find this information as well as other information about the program such as bragging points. This initiative started in the spring and has still not been received. Deans have been asked to step in to get this done before the HLC visit.

- Campus Preparation

Dr. Robertson shared dates and times last week. He also sent an email with additional information to the Deans. Please encourage faculty to attend the open forums.

- Blackboard Inactivity

Dr. Aulgur will reach out to Mr. Alex Manly about enhancements to the report.

- Other Updates from Committee Representatives

Dr. Jones gave an update on the Software Review committee with Dr. Bedsole. This ad hoc committee was charged with looking at software contracts, how much, and where the contracts were being utilized. The committee questioned if all requests for software go through OIS for approval. Each request is supposed to but not always; so the suggestion was to add a question of hardware or software on the requisition. If there is a startup cost or a recurring cost, it was not added to the list and all contracts with an annual fee are being reviewed. A request was sent to Procurement about all-inclusive list. The committee wants to breakout what contracts belong to different functional areas (Academic Affairs, Student Affairs, Enrollment Management, and Athletics). Student Affairs has some big ticket software and so does MARCOMM. What is the ROI for campus? Banner, Elucian are the most expensive items on campus. This committee is also reviewing if contracts and various software is being duplicated across campus.

Annual cost for software across the university is \$3.79 million. There are 282 software licenses on campus. Dr. Cass asked that Dr. Jones send out the information so each college can review software packages their respective departments/colleges are paying so the Deans can review.

- Online Learning Advisory Board

Dr. Aulgur plans to take the below recommendation to the Department Heads Council. The Advisory Board recommends a self-assessment or

rubric assessment be included for one course in the review for all those who taught an online course in spring 2020. The recommendation was also made to explore an appropriate end of course evaluation based on modality. The current evaluation is mostly focused on F2F. This would allow for better evaluations of all courses. Dr. Aulgur will speak with Mr. Wyatt Watson about this process.

1:40 – 1:50

Student Success Strategies & Faculty Engagement

- Dr. Johnson appreciated the emails sent to the faculty from the Deans. The Deans did not indicate any feedback was received from faculty.

1:50 – 2:00

Faculty/Staff Lounge

- This is a Leadership Tech Cohort 4 project. Cohort 4 has put forward the idea of a faculty/staff lounge. Sandy Mabry has received pressure to find a location. Dr. Linda Birkner helped in locating a space. The location idea is in the College or Business 4th floor faculty space. The question then turned to is that type of space available to all colleges? Not all colleges have space for these gathering areas. Where could this space be for university use? Dr. Jones indicated at ASU, there was a divider in the cafeteria for a faculty/staff area. Dr. Aulgur suggested Baz Tech second floor rooms be allotted to faculty/staff since all meeting areas for students will be moved to Hull. Dr. Johnson indicated Hull would be for students only. Dr. Cezeaux suggested there could be certain hours and days for Williamson to be used once it is reopened. Dr. Cezeaux also suggested a neutral space so all faculty can mingle across colleges. Dr. Johnson will share these with the group.

2:00 – 2:20

College Highlight Reel

- College of Education – Drive by pinning approved for November 20 and 21.

2:15 – 2:40

Budget Discussions

- Adjunct Involvement – The Adjunct Support Committee has requested a special meeting with Mr. Branson and Dr. Johnson. Dr. Johnson proposed the following email response: The Adjunct Support Committee is a standing committee through faculty senate and they should be working through them. Also, there is a budget sub-committee they could work with. Deans agreed the committee needs to go through Faculty Senate as the proper channel. Make sure Faculty Senate Chair is aware they have questions.
- Institutional Efficiencies - Dr. Johnson is going to put forward a request for an increase in adjunct pay. Information from the IREPO grant that was recently submitted will be put forward too. Hiring instructional designers and a multimedia specialist.

- Buckets – All divisions are asked to identify 20% but the real cut will be about 8%. This is to identify areas that can be eliminated because they are redundant or can be addressed in another way.
- FTE Calculation

2:40 – 2:45

Announcements, Future Agenda Items

- Faculty Release Policy
- Faculty FTE Calculations
- Class Section < 10; Empty Seats – Online Classes
- Department Head Job Description
- Advising Handbook – December 2020
- Common Graduate Research Course
- Time out for Tech – Proposed F2F session February 11, 12, 13. TOFT is not approved to use Tucker Coliseum. The plan is to focus on different colleges each day. TOFT must submit a plan and receive approval from the taskforce. 30 students per sessions and there are 8 rooms available for appropriate spacing. Students will be organized by interest. Need at least two people per session and the in person preference will be left to the person attending. Dr. Bean expressed concern about parents attending. Dr. Cezeaux needs to have a department session rather than a college session. Dr. Cass echoed this thought. Dr. Cezeaux inquired about the learning outcomes. She also suggested everyone pick a Saturday. Virtual tours of all labs would be helpful moving forward in multiple instances.
- TechAdvise – everything will be online. Sessions will be more synchronous rather than just attending on Black Board.
- Dr. Johnson will share this information with M. Lawson.

2:45

Adjournment