



Deans Meeting  
Academic Affairs  
Tuesday, September 12 at 1:00pm

**Academic Affairs**

Administration Room 200  
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Russellville, Arkansas 72801

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[www.atu.edu/academics](http://www.atu.edu/academics)

- I. Mandated reporter  
*Discussion: Due to ADHE Friday, September 15.*  
**Action: Deans review list of programs/careers, and provide documentation/syllabi by Wednesday, September 13.**
- II. Faculty searches/approval process  
*Discussion: Talk to Dr. Abdelrahman about upcoming faculty vacancies before submitting in Cornerstone. Staff/administrative vacancies can go directly to Cornerstone; send justification to Jana.*
- III. Sustainable energy stackable degrees (follow up with ideas from Deans)  
*Discussion: Deans to meet on this Wednesday, September 13.*
- IV. Alternate sites/HLC implications  
*Discussion: HLC doesn't consider it an "alternate location" unless 50% of the degree is available at that location.*
- V. Load spreadsheets/low enrollment (follow up with ideas from Deans)  
*Discussion: Dr. Abdelrahman talking to OIS about a program which identifies low enrolled classes, which students need the course for graduation, what classes have been substituted for that course in the past for graduation. Deans also were interested in identifying what other programs that course serves (where are the students coming from). Distributed [adjunct/overload spending for fall 2015- fall 2017](#).*  
**Action: Deans bring back ideas for addressing low enrollment, and a model for adjunct allocation before 2018-19 budget.**
- VI. Student success/supporting sophomores  
*Discussion: Dr. Warnick asked for ideas for supporting students beyond freshmen year. Departments want more exposure to students; repackage B2E mentors by major, if they want to develop programming for students. This is for students now in sophomore year. Retention increased 2.71% from last year. Also reaching out after mid-term grades with student success services. Financial Aid soft check in January. When students don't get into Nursing program, "Plan B" programs, refer to Elevate (through Career Services) for peer career advisor.*

Upcoming Deadlines and Events:

September 15 – Presentation topics and faculty names due to Shauna (recruiting at community colleges) ([sdonnell@atu.edu](mailto:sdonnell@atu.edu))

October 2 – Academic policies due (send to [academicaffairs@atu.edu](mailto:academicaffairs@atu.edu))

October 2 – Program reviewers confirmed by VPAA (send to [sbailey19@atu.edu](mailto:sbailey19@atu.edu))

October 11 – Adjunct Academy completion due (for all adjuncts and teaching staff)