



Academic Affairs

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Deans Meeting

Tuesday, November 14 at 1:00pm

Rothwell 311 (note location change)

- I. LLC Presentation by Student Services
Discussion: Ms. Colette McFalls presented the Deans with information about Living Learning Communities (LLCs), seeking applications from interested programs. Currently, ATU has “themed” learning communities that lack the academic element needed to be a true LLC. The Deans requested data on retention/GPA of the existing themed learning communities which they could use to promote to the departments (showing the need for the added academic component). The Deans also wanted applications to come through the Deans (not be accepted directly from faculty) to ensure sustainability from the department/program (avoid dependence on a single faculty member).
- II. Program review
Discussion: Dr. Bridgmon asked the Deans for input on shifting the supervision of the ADHE program reviews from Academic Affairs (Sara) to Dr. Austin in Assessment. Dr. Norton asked if she had the resources. Dr. Bridgmon said she was willing to take this on, but he would discuss resources with her further.
Action: Dr. Bridgmon will meet with Sara and Dr. Austin to discuss the transition.
- III. Low enrollment module/Low enrolled course timeline (follow up)
Discussion: The demonstration from OIS may not have been well received by the Department Heads due to issues with the setup and technology in the room, as well as a lack of general understanding from the group of what the tool could do. Dr. Abdelrahman suggested identifying a “power user” from each college and put them in a lab with the programmers to work through bugs and collect feedback.
Action: Deans send power user names to Dr. Warnick ASAP.
Discussion: Pat mentioned Marika had spoken to a department head planning to cancel classes prior to December 4, which worried the advisors who still have many advising appointments through reading day. Dr. Woods said on December 4, some classes will be down but he may hold on to some that he is confident will make (intro classes, etc) and cancel the upper level classes that likely won't make.
- IV. Analysis of stackable degrees within colleges
Reminder: Deans should consider the degrees offered within the college, and potential degrees that could be added for stackability. Dr. Toms provided an [example from the COB](#).
- V. Sustainable energy stackable degree (follow up)
Discussion: Dr. Robertson and the Deans have identified interested faculty, and now need a subset of that group to form a small committee (~6) to investigate sustainable energy

stackable degrees. Dr. Abdelrahman mentioned EC had discussed the energy audit, and hiring a sustainability position, which he had suggested be a faculty member with 20% teaching load.

VI. Faculty/staff recognition and reward (follow up)

Reminder: Deans find ways to recognize and reward faculty and staff at the department/college level.

VII. Roundtable

Dr. Abdelrahman distributed an FTE analysis for [Fall 2016](#) and [Fall 2017](#). He asked Deans to analyze some of the changes such as the increase in adjunct headcount and the increase in non-teaching for FT faculty – what did the increase in non-teaching buy us?

Pat asked them to see if the adjunct increase was a trend, and reminded them we have 196 positions appropriated and used 176 in Fall 2017.

Action: Deans bring to a December one-on-one.

Dr. Abdelrahman - He received feedback from the VPAA form that junior faculty were often not included in shared governance. He also received a few comments with concerns that the UPTC had been removed in last P&T draft (which is not the case).

Dr. Norton – eTech certification has been redesigned; course will be over six weeks, with three being face to face. If the Deans have faculty teaching online that haven't completed the certification course, she asked that they encourage those faculty to [apply](#). The deadline is Friday, November 17.

Dr. Bridgmon will be reaching out to the Deans to begin discussions on how to ensure ATU graduates are proficient in technology. Dr. Abdelrahman mentioned designating courses across disciplines that are technology intensive. Dr. Bridgmon stated the discipline/department would need to specify the course and what "technology intensive" would be for that area.

Action: Discuss further amongst Deans group before discussing with others.

Upcoming Deadlines and Events:

November 28: Program proposals going to Board due to Pat

November 30: Incomplete faculty personnel files to be completed in Academic Affairs

December 4: Requests from Deans to run low enrolled spring courses due to Pat (send to pchronister@atu.edu)

December 4: Proposals for new fees or changes to existing fees are due to Fee Committee (send to kwester@atu.edu)

December 4: Budget priorities due from Deans and Directors (send to jcrouch4@atu.edu)

December 4: Faculty graduation absentias due (send to jcrouch4@atu.edu)

December meeting: Curriculum communication on upcoming proposals

Before 18-19 Budget – Deans develop model for adjunct fund allocation