

Academic Deans Council & Associate Deans Council Meeting

April 9, 2019 9:00-11:00 am

Faculty Senate Conference Room 340 Rendezvous,
Meridian 683, Idaho Falls Bennion

Attendance: Laura Woodworth-Ney, Lyle Castle, Alan Frantz, Katherine Kangas, Patricia Marincic, Laura McKnight, Scott Rasmussen, Joanne Tokle, Karen Wilson Scott, Dotty Sammons-Lohse, Cindy Hill, John Gribas. Hossein Mousavinezhad, Rick Wagoner, Karl Bridges, Christopher Owens, Jennifer Adams, Bob Houghton, Debra Ronneburg, Randy Earles, Robert Fisher Jr., Mary Lou Dunzik-Gougar, Sandra Shropshire

Excused: Selena Grace, Rex Force, Tony Seikel, Scott Scholes, Kandi Turley-Ames, Scott Snyder, Lyn Redington, Cindy Hill, Anna Howell, Vincent Miller, Owens, Chris Vaage, Karen Neill, Tracy Collum

Guest: Cheryl Hanson, Rick Pongratz

Recorder: Erin Selleneit

- I. Faculty Senate Elections-Laura Woodworth-Ney/Alan Frantz**
Frantz discussed Senators standing for reelection. He talked about colleges holding elections. He asked colleges to send results to the Faculty Co-Chairs, facultysenate@isu.edu, and to him. Frantz mentioned having a meeting with the new Senators on April 29, 2019.
- II. Capital Projects-Cheryl Hanson**
Hanson went through the Capital improvement plan and the list of projects on the list. She went through the process to get projects on the list and changes that may be coming with the process. Our project list is due to the State by June 30, 2019. The call for project will go out in September and are due October 1, 2020. If you have a capital project please submit them as soon as possible.
- III. Inclusion of Mental Health Language on Syllabus-Rick Pongratz**
Pongratz discussed syllabus language and student mental health. Student mental health needs are increasing every year. Pongratz discussed including a mental health statement in course syllabi. He discussed including a Statement on Success and a Statement on Service. He discussed the notice of concern and the RESPOND brochure.

- IV. Graduate School GPA Calculation Change-Karen Wilson Scott**
Scott discussed the accumulative GPA of 2.5 being accepted by the Graduate School. The Graduate School will no longer calculate the GPA last 60 credits, students will remain subject to all the program admission requirements. The Graduate School continues to waive requirements for a GPA of 3.5 or better, unless the program has higher requirements. Programs can choose to calculate the last 60 credits if they feel it will benefit the student and the Graduate School will accept that accumulative GPA. The Graduate Faculty Council has accepted these changes. Houghton motioned to approve GPA calculation changes. Mousavinezhad seconded. Motion carried.
(Vote included Academic Deans Council and Associate Deans Council)
Action: The Graduate School will accept an Accumulative GPA of 2.5.

Scott discussed Graduate Faculty categories. The categories discussed were Ad-hoc, Allied and At-large. Graduate Faculty categories will be discussed more at the next meeting.

- V. Closed Week Policy-Academic Standards Council-Alan Frantz**
Frantz discussed Academic Standards Council looking at the Closed Week Policy. The Councils discussed how the policy affects students and faculty and if the policy is used correctly. Combining the Closed Week Policy and Final Examinations Policy, renaming the policy, and getting rid of the policy was discussed. Frantz will take input to the Academic Standards Council meeting on April 12, 2019.
- VI. TMS and Faculty Annual Evaluations for 2019-2020-Alan Frantz**
Frantz asked for feedback about using the Talent Management (TMS) System to do annual evaluations. Improvements to the system were discussed. Frantz will have Ray Ludwig come to a meeting and discuss TMS.
- VII. Momentum Pathways-Dr. Cindy Hill**
Hill discussed the Complete College America State Completion Strategy. Presidents from all 8 public institutions across the state of Idaho signed in support. The strategies for retention and completion are encourage students to take 30 credits over a year, Math Pathways, Co-requisite Support, Momentum Year, Academic Maps, and Proactive Advising. Hill asked for faculty volunteers for three subcommittees. The subcommittees will be Math Pathways, Momentum Year and Academic Maps, and Think 30 Proactive Advising.

- VIII. Need for up-to-date job descriptions for Department Chairs, possibly also for Assistant and Associate Deans-Alan Frantz**
Frantz discussed the importance of having up to date job descriptions. Job descriptions would give clarification of duties and expectations, and help with evaluations. Frantz will make a basic job description that Deans can add too.
- IX. Centralized Funding for Software at ISU: the process, Tech Fee-Alan Frantz**
Tabled due to time.
- X. Catalog Copy Review-Timing-Alan Frantz**
Tabled due to time.

Adjournment 11:13 am