

DEANS COUNCIL  
Minutes  
April 13, 2021

The Deans Council met electronically via Zoom on Tuesday, April 13, 2021 from 8:30-10:00 a.m. Those present were Austin Agho (Chair), Tammi Dice, Gail Dodge, Stuart Frazer, Kate Hawkins, Jonathan Leib, Brian Payne, Ben Stuart, Jeff Tanner, Bonnie Van Lunen, and Robert Wojtowicz. Narketta Sparkman-Key and Nina Gonser attended as guests. The following issues were discussed.

1. The March 9, 2021 minutes were approved.
2. Excite the Dream

Narketta Sparkman-Key informed Council members that the Excite the Dream event is planned for the fall, tentatively on October 3-5. The decision has not been made on whether to hold the event virtually or face-to-face. Kate Hawkins reminded the Deans that their support will be needed for travel and hotel costs if it is held face-to-face.

The Deans supported holding the event on October 3-5. Austin Agho will check with the new President for his availability. Bonnie Van Lunen asked if the candidates could include what programs they would be interested in. Dr. Sparkman-Key will add this to the information the candidates are asked to provide.

3. SREB Recruiting

Narketta Sparkman-Key reminded the group that the SREB recruiting event begins Friday, April 16 and will be virtual. One person from each college will serve as a faculty recruiter. Dr. Sparkman-Key also noted that the event will be held again in September, hopefully face-to-face.

4. Faculty Senate Issue AY20-16-C Continuance Policy for Non-Degree Students

Robert Wojtowicz discussed proposed changes to the Continuance Policy for non-degree students. The proposed change would place non-degree-seeking students on probation once the overall GPA falls below 3.0 rather than after six credits have been completed, which is consistent with the policy for degree-seeking students. The language has been edited to clarify the hours allowed to raise the GPA after probation and before suspension. In addition, language has been added to clarify the reinstatement of unaffiliated students.

Council members supported the proposed changes, which will be forwarded to President Broderick for approval. If approved, the revised policy will be included in the 2021-22 Graduate Catalog.

5. Faculty Senate Issue AY20-17-C Course Load Distribution to be Renamed Credit Hour Distribution with Policy Clarification

Robert Wojtowicz presented proposed changes to the graduate policy on Course-Load Distribution. The name of the policy has been changed to Credit-Hour Distribution as this more accurately reflects the contents of the policy. The language has been revised to state more clearly what credits are being counted when applying the 3/5 rule. In addition, the Education Specialist degree has been changed to align with master's degrees with regard to the credit-hour distribution.

Council members supported the proposed changes, which will be forwarded to President Broderick for approval. If approved, the revised policy will be included in the 2021-22 Graduate Catalog.

6. Faculty Senate Issue AY20-21-F Changes to Schedule for Review for Tenure and Promotion in Rank

Kate Hawkins presented the Faculty Senate's recommendation for proposed changes to the schedules for review for tenure and for promotion in rank. The proposed changes to the schedules allow external reviewers more time to complete their reviews and internal committee members more time to conduct their reviews of applications.

Council members supported the proposed changes to the schedules for tenure and promotion in rank. The schedule changes will not go into effect until the 2022-23 academic year. Both the current schedules and the schedules for 2022-23 will be included in the July update of the Teaching and Research Faculty Handbook. The changes to the schedules will be sent to President Broderick for information.

7. Faculty Senate Issue AY20-26-F Seeking Clarity Regarding Qualifications for Early Tenure

Kate Hawkins discussed the Faculty Senate's recommendation to revise the policy on Tenure to clarify the expectations and qualifications for early tenure. The current policy has three passages on early applications for tenure that are not consistent and are confusing to faculty who are considering applying early for tenure.

- Faculty members must have “met or exceeded the expectations of quantity and quality of achievements for teaching, scholarship, research, and service needed to qualify for tenure.”
- “The criteria for the award of tenure for such faculty will be the same as for those who apply after the normal probationary time period.”
- “It is the sense of the Board of Visitors that only demonstrably exceptional faculty or faculty with equivalent experience at a commensurate rank at

another accredited institution of higher education or national institutions will be awarded tenure under this clause.”

Thus, the Faculty Senate recommended the inclusion of the following statement in the Tenure policy.

Demonstrably exceptional is defined as meeting or exceeding expectations for quantity and quality of achievements for teaching, scholarship, research, and service needed to qualify for tenure prior to the conclusion of the normal probationary time period.

Council members approved the proposed change to the Tenure policy, which will be forwarded to President Broderick for approval. If approved, the proposed revisions will be presented to the Board of Visitors in June.

#### 8. Graduate Student Survey Regarding Course Delivery

Robert Wojtowicz discussed preliminary results of the survey of graduate students regarding course delivery. The survey results will be presented in more detail at the next Provost’s Council meeting and will include the students’ program and trends from the qualitative data.

#### 9. CRN Discussion

Brian Payne discussed an issue regarding CRNs. Previously, scheduled classes had three or four CRNs and individual caps depending on the delivery site or modality. This sometimes resulted in unoccupied seats, which was an enrollment concern noted by the administration. Due to their concern, a change was made for summer and fall 2020 and spring 2021 so that there were three CRNs but an overall cap for the class. Now that we are returning to more face-to-face classes for fall 2021, a concern was raised that on-campus classes may be harder to fill. Some of the Deans said there should be limits on online 100- and 200-level classes, especially considering the DFWI rates in some of these classes. There is an immediate issue in some upper-level courses that classes need to be added or on-campus classes canceled because of unoccupied seats. Austin Agho asked that we not cancel classes but add sections and use adjunct faculty if needed.

#### 10. Announcements

A. Nina Gonser discussed the monthly position action request list that is submitted to Human Resources on the 15<sup>th</sup> of each month. She asked that one list be submitted for each college or area by the 12<sup>th</sup> or 13<sup>th</sup> of each month instead of requests from individual departments. Requests that have been submitted but no response received are resubmitted each month.

B. Brian Payne informed Council members that the Monday Meet Up events have been going well and encouraged them to participate in future meetings.

C. Austin Agho asked Council members to submit agenda items for the weekly Academic Affairs Leadership Team meetings. If there are no agenda items, the upcoming meeting will be cancelled.