

## **Deans Council Meeting Minutes**

February 6, 2020

**Attendance** S. Becker, S. Gaulden, E. Petkus, S. Hangen, E. Saiff, A. Lorenz, P. Campbell, C. Romano. L. Keller

**Invited Guests:** Y. Kisor, A. Dovi, N. Lifshy

**Meeting Minutes:** The minutes from the January 16 Deans Council meeting were approved.

### **Proposal for FYS Courses**

FYS courses will be organized by similar themes and presented in “clusters” rather than organized around the pillars (i.e., experiential, interdisciplinary, intercultural, and international) beginning next academic year. Y. Kisor presented the Deans with proposed cluster titles, as well as the anticipated AY 2020-2021 FYS courses that belong in each, and mentioned that additional courses are needed under two clusters: “STEM & Sustainability” and “Business Law & Communications.” There was much discussion about the cluster titles, as they must be inviting to students and will hopefully encourage students to explore courses outside of their major/school. P. Campbell and others put forth the following recommendations to be considered: “Leadership & Politics,” “Science & Society,” “Creativity & Innovation,” and “Media & Communications.” C. Romano suggested it might be best to have more clusters with fewer courses in each. S. Gaulden suggested asking first-year students to be assigned this exercise to see what they come up with. Y. Kisor will reconsider the cluster titles and associated course lists and asked the Deans to assist with encouraging the creation of five more sections for AY 2020-2021.

### **Review Yield Events**

A. Dovi and N. Lifshy attended Deans’ Council to discuss the Spring 2020 Admissions Open House events. The first event, the Presidential Reception, will be held on March 10<sup>th</sup> and 12<sup>th</sup> from 5:30 – 7:30 pm at the Havemeyer House. The Provost, Vice Provost, and Deans are invited to attend these sessions.

A. Dovi presented a PowerPoint template, which will serve as a guideline for admissions-related presentations in order to create a uniform feel and insure similar content is delivered at each school’s session. A. Dovi suggested that the Dean’s include in their presentations unique qualities of each school and what makes their programs competitive, as well as success stories of alumni and pictures on the slides. Since many events include breakout sessions that follow the presentation, faculty should be encouraged to attend and participate in these small group breakout sessions.

Another Admissions event, Admitted Student Day, will be held on March 29<sup>th</sup>, April 19<sup>th</sup>, and April 26<sup>th</sup> from 9:00 – 2:00 pm. All Admitted Student Days will take place in the first floor of the B wing. Students and parents will have the opportunity to go on a campus tour, visit Birch Tree Inn, and explore the campus grounds. A. Dovi would like to include members from Academic Affairs to be on hand to answer questions and concerns about the majors until noon if possible at each Admitted Student Day.

On five days in April, A Day In The Life Of ... (fka Deans' Receptions; aka Preview Your Major) events will be held. Approximately 40 to 90 students will attend each day's session. The agreed-upon school-specific schedule will be as follows:

- April 6 – HGS
- April 7 – ASB
- April 9 – SSHS
- April 13 – TAS
- April 14 – CA

The last Spring 2020 Admission event currently planned is the Spring Open House, which will be held on May 3, 2020.

### **CASP Outcomes (Spring 2019 to Fall 2019)**

S. Gaulden discussed the Fall 2019 academic performance/outcome of Spring 2019 students whose suspension appeals were granted by the Deans (e.g., 11 out of 31 students who appealed were “saved,” 8 of who are now in good standing). The outcomes data was discussed at length. The group questioned what resources can be put in place to keep these at-risk students at the school with good chance of success. S. Gaulden will look back at CASP outcomes data from previous years and also review current practice related to how other Units such as EOF, OSS, and Athletics are involved in sharing information and providing follow-up support to their students.

### **Reinstatement of Deregistered Students**

S. Gaulden reported that the Academic Advisement Council (AAC) has approved the following change in the procedure for students who were deregistered for non-payment and are then seeking reinstatement: a) the students can continue to attend classes while they work out their payment issues; they will be warned that they cannot remain in the class throughout the semester or receive a grade if they do not make arrangements to pay what they owe; and b) they do not have to gather faculty signatures on the reinstatement form from now on.

### **Program Review Guidelines**

S. Gaulden has completed a revised version of the 5-Year Academic Program Review Procedures and Guidelines document, which she will share with the Deans. She requested the

Deans review the document and provide feedback/comments. Once the document is finalized, it will be shared with all faculty across campus. S. Gaulden reminded the Deans that a stipend in the amount of 1 credit (adjunct rate) is paid to the “lead person” who facilitates the review. (NOTE: The stipend may be split if necessary.)

### **Thomases’ Awards**

The deadline to apply/nominate a faculty member for the Thomases’ Award is imminent. C. Naporano will put together a committee and will reach out to the Deans for a letter of endorsement.

### **Director for Fellowship, Scholarships, and Graduate Advisement**

The position of Director for Fellowships, Scholarships, and Graduate Advisement in which N. Choudhury is currently serving will open to other applications, as she moves into her new role as President of Faculty Assembly. Although N. Choudhury has stated that she is willing to continue working as Director, the Deans were asked to suggest other faculty who might be willing and able to take on the role next year. S. Gaulden will reach out to Professor Choudhury to receive feedback about her job responsibilities and whether the current remuneration is adequate for the work to be performed in case any changes should be made before advertising this opening to potential takers.