

A&S Chairs and Directors' Meeting Minutes
December 20, 2017

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Meeting started 3:03 p.m.

I. Announcements/Updates

II. Dean's Report

- a. Percentage of non-enrolled students for Spring 2018 higher than normal. Encourage enrollment of non-enrolled students for Spring 2018.
- b. 2018 applications (particularly transfer) down.
- c. Adjuncts who do not pay dues/agency fees may not be hired (exemption for Spring 2018). Union communicates to SLU the list of ineligible adjuncts.

III. Deans' Updates

a. Jan Barber, Associate Dean for Graduate Affairs

b. Gary Barker, Associate Dean for Undergraduate Affairs

- i. Encouraged review of Spring 2018 schedule to ensure all courses have an instructor attached.
- ii. Encouraged review of faculty "assigned" section numbers to ensure accuracy (i.e., for courses such as Ind. Study, Internships, etc.).
- iii. 4-year Roadmaps for majors due early February.
- iv. New Scheduling software will be used for creation of Summer 2018 schedule. Training occurring in early January for Administrative Assistants.
- v. Degree Works has been purchased and likely functional for Fall 2018.
- vi. Please announce Director of Honors position vacancy to faculty.

c. Denise Sleet, Assistant Dean for Advising

- i. Requested encouragement of faculty to post final course grades by deadline.

d. Donna LaVoie, Associate Dean for Faculty Affairs and Resources

- i. SLU has purchased Scholarship Suite software. New software will allow better tracking of unspent CAS scholarships. LaVoie will be gathering info on how dept. scholarships are awarded.
- ii. Activity Insight will be replaced by new software, FACULTY 180.

IV. Graduate Assistantship Allocation Review Committee

- a. Membership has been determined. Will be meeting in Spring 2018.
- b. Goal is to have recommendations to present to Chairs by April 2018.

V. University Undergraduate Core Curriculum Committee

- a. Gary Barker will be serving as Interim Chair.
- b. Director of Core position ad will go out to SLU community on January 2, 2018. Full-time faculty eligible to apply.
- c. Student Learning Outcomes will be edited/shaped by UUCCC in order to send out to Colleges/Schools for ratification vote.

- d. Chairs dealing with Committee Members eligible for course release should consult with Associate Provost Harrington and Associate Dean LaVoie.
 - e. Dean Duncan distributed UUCCC Bylaws Draft.
- VI. **Academic Reinvention Review**
- a. Dean Duncan distributed and reviewed the CAS Academic Reinvention Supplemental Plan from March 2017.
 - b. Item 1 highlighted regarding 5-year Faculty Attrition Rate. Projected 20 of 33 faculty positions in CAS will not be filled.
 - c. There will be no call for new positions for 2018-19.
 - d. There are no anticipated additional adjunct budget cuts.
 - e. Goal of Academic Reinvention budget cuts:
 - i. Accomplish balanced University budget.
 - ii. Invest in new projects related to Strategic Plan.
 - iii. Raise faculty salaries.
- VII. **Summer School Funding/Revenue Sharing Update**
- a. Dean Duncan distributed 5-Year Summer financial comparison data and 2017 CAS Summer 2017 Revenue Sharing data.
 - b. In January 2017, the Memorandum of Understanding between SLU and CAS regarding Summer Revenue Sharing changed to set Summer 2015 as a baseline for calculations. That change will apply to Summer 2018.
 - c. Question: Does CAS want to continue to offer Summer courses understanding that there may be no revenue sharing unless there are significant Summer enrollment increases?
- VIII. **Issues with SPS and CAS**
- a. Dean Duncan distributed enrollment data regarding new Winter Session 2018.
 - b. Winter Session 2018 had no student registration restrictions (i.e, all traditional SLU students were eligible to enroll without approvals).
 - c. Dean Duncan engaged in on-going conversations with Provost and Dean of SPS regarding role of SPS at SLU.

Meeting adjourned 4:50 pm

Submitted by Gary Barker, Associate Dean for Undergraduate Affairs