

Deans' Council Minutes
Wednesday, January 15, 2020
2:00 pm–4:00 pm
Miller Administration Boardroom

Attending: Madonne Miner, Brad Mortensen, Eric Amsel, Bruce Bowen, Andrea Easter-Pilcher, David Ferro, Kristin Hadley, Wendy Holliday, Brenda Kowalewski, Leslie Loeffel, Matthew Mouritsen, Brett Perozzi, Yas Simonian, Scott Sprenger, Yimin Wang

Guests: Clayton Anderson, Casey Bullock, Kristy Byington, Valerie Gooder, Darcy Gregg, Doris Geide-Stevenson for Tim Herzog, Mark Halverson, Monica Lindford, Susan Matt for Julie Rich, George Comber for David Ferro, Chaz Steimel

Excused: Bret Alexander, Bret Ellis, David Ferro, Tim Herzog, Julie Rich

1. Approval of Minutes from December 4, 2019

- a. The minutes were approved as written.

2. Space Utilization (Mark Halverson)

- a. Mark distributed the Space Utilization Report covering data from summer 2018-spring 2019 as submitted to the Board of Regents. WSU was 7th overall in the state for space usage rates. Mark explained that some of the contributing factors are that enrollments are stable—with face to face enrollments falling—and an increase of available space with the completion of Lindquist Hall and the IPE building. The report includes traditional classrooms (required usage of 33.75 hrs./week) and teaching labs (24.75 hrs./week), with numbers directly relating to funding received by the university. Mark will send a link to Deans' Council where more detailed data is available. Mark explained that the report includes recommendations for how to improve usage data, and he highlighted rooms with low utilization by referencing the heatmap of use by day/time. Deans' Council discussed classes scheduled during perceived peak times, including classes scheduled outside of the approved scheduling time blocks. Mark's group is developing suggested scheduling guidelines. Mark will plan to meet with each of the deans to further discuss the report.

3. College Advisor Career Ladder (Darcy Greg, Monica Lindford, Kristy Byington)

- a. Darcy and Monica are representing the council of college advisors. The council is proposing a career ladder similar to what is used in the Student Success Center. HR would look at reclassifying advisors based on the suggested tables, but titles will not change. The table follows guidelines of the advisors' professional organization, as well as other universities' requirements. Madonne reminded deans that this mandates yearly PREP reviews. Kristy highlighted that this table is dependent on funding. Madonne will facilitate the next steps of approval, including HR and AA/EO approval, and inclusion on the President's Council agenda.

4. Stop the Bleed (Valerie Gooder)

- a. Valerie described the Stop the Bleed program, which focuses on training the lay-public on the use of tourniquets. The course includes hands-on experience and is taught by licensed healthcare professionals. Valerie's group would like to offer training opportunities to faculty and staff through training tracker, and is willing to schedule sessions as needed. Deans' Council thanked her for the information and supported her group's efforts.

5. FYE Program Discussion/College Meeting Request (Eric Amsel)

- a. Eric presented his plans for updating colleges on Math Pathways, Continuity of Operations, and Gateway Courses.
 1. **Math Pathways:** Eric shared the updated pathways developed by the Gen Ed Council. They also planning to update the list of departmental preferred math QL requirements.
 2. **Continuity of Operations:** Eric described the new COOP online template and website which facilitates emergency planning and is easily updated by departments. The template assumes that access to campus is restricted, but still allows for other operations. It requests departmental key functions, contact information, and succession planning. It requires yearly updating, and can be accessed by deans and the provost in case of emergency. Deans' Council was supportive of this effort and encouraged a departmental table talk while submitting the required information.
 3. **Gateway Courses:** Eric shared first time freshman persistence data, and shared the projected university response to it. His group plans to implement a new program called Comprehensive Academic and Transition Support (CATS). He also shared the strategic roll-out plan and proof of concept test.
 1. **Proof of concept:** The proof of concept will include 150 students enrolled in CATS, most in one of 4 or 5 First-Time-Friendly classes (FTFC). Some will additionally be enrolled in UNIV 1105. A smaller group will also enroll in a co-requisite Composition class. FTFC will be smaller classes with faculty trained in pedagogy, and they will have Learning Assistants to model behaviors and support students.
 2. Eric's group is looking for one section each of 4-5 classes in 4 different colleges to participate. They are offering a \$2,000 stipend for faculty and will pay \$12/hour for student Learning Assistants (5-6 hour/weeks for 15 weeks). They are asking deans for support for participating departments which may need additional funding for adjunct instructors.
 3. Deans' Council discussed avoiding course bottlenecks, including affordable course materials, encouraging deep learning and retention, and how to connect students with the program best suited to their needs.

6. Big Picture Enrollment Numbers (Madonne Miner & Bruce Bowen)

- a. Madonne and Bruce shared a high-level overview of the results of extra work to increase enrollments. They discussed the cumulative result of small changes, including changes in class offerings, etc.

7. Liaison Reports

a. GEIAC Updates: Signature Assignments (Eric Amsel)

1. GEIAC is now doing the assessment review of Gen Ed courses. The Gen Ed designation renewal process has been eliminated. Outcomes around GELOs 2-3 are handled by signature assignments, which have been a bit uneven, but positive. Student performance data suggests growth as students progress in a Gen Ed class, but there is not enough data yet to assess performance across Gen Ed classes.

b. Course Fees:

1. The committee met Monday, January 13th and will continue with the newly developed processes.

c. SBBFP:

1. The committee plans for three presentations at Faculty Senate:
 1. Salary Inversion
 2. CUPA, including ending use of the 94% benchmark
 3. Gender equity by college/rank/etc.

8. Other Business

a. Aletheia Banquet--February 20, 2020 at 6:00 PM

1. Brenda strongly encouraged deans to attend the Aletheia banquet to help recruit Presidential Scholars. She explained that deans will be seated with students who are interested in their area. The Honors Program will reach out with a formal agenda and invitation.

b. Converting spaces to student-oriented space:

1. Brett explained that there is Student Affairs funding potentially available for these projects. Student Affairs would also like to help sponsor outside of classroom activities.