

ASSOCIATE DEANS MEETING Minutes 4-14-20 Zoom

Present: Mark McBeth, Staci Phelan, Bob Fisher, Cindy Hill, Tracy Collum, Bob Houghton, Chris Owens, Kathleen Kangas, Karen Neill, Jen Adams, Brooke Buffat, Debbie Ronneburg, Mary Lou Dunzig-Gougar, Lyle Castle, Emma Wood, Laura McKenzie

Guest: Ann Hackert

Congratulations to Bob Fisher on receiving the Distinguished Teaching Award, and to Mark McBeth on receiving the Distinguished Researcher Award

Letters of Notification: General Studies to University Studies; graduate certificate in FNP to Psychiatric Mental Health Nurse Practitioner certificate. Contact John Gribas or Karen Neill for more information.

Course fees, Laura McKenzie. Some fees may no longer be needed for late 8-week courses after the move to online delivery. Google docs were distributed to collect information on changes in fees for these and early summer courses. Please complete by April 24. The forms may be shared with chairs.

Incomplete grades vs term extension, Laura McKenzie. Faculty can enter incompletes for graduate level courses like they have always done. For undergraduates, use the form embedded in the Provost's grading memo, or wait until grades open on April 27. Term extensions are for undergraduate courses such as internships, clinicals, etc., that couldn't be finished. Term extensions are available for entire sections and/or individual students; contact the Registrar. Graduate level sections can use IP instead of term extension.

Orientation, Staci Phelan. The summer orientation sessions will be replaced by a week of welcome. Orientation is August 13-16 in Pocatello, August 6 in Twin Falls, August 7 in Idaho Falls, and August 11 in Meridian. Two hundred forty-five students have completed an online orientation. We are preparing a virtual orientation in case it's needed.

Admissions, Staci Phelan. ACT/SAT requirements have been suspended for incoming students. Over 500 students started applications; they will be contacted regarding the suspension of testing requirements. Over 4,900 students have been admitted. The scholarship deadline has been extended from May 1 to June 1. Admissions may be up because of 1) the statewide marketing campaign; and 2) RNL work that allowed us to reach out to more students. The impact of COVID-19 on fall enrollment is hard to predict. If students prefer to be closer to home, or prefer a rural area, that will benefit ISU. However, some students are uncertain and may defer college.

Licensure disclosure, Joanne. Beginning July 1, all programs, not just online programs, need to disclose to students whether the program they're in will meet licensing requirements in other states. There are two disclosures, one public, and one for individual students.

- AA will work directly with units to collect information, and will cc deans.
- Online programs are already doing this. Keep doing what you are doing.
- AA will build a website for the public disclosures so they will be consistent and in one location.
- AA will also suggest a template for individual disclosures if you don't have one already. These need to go to students prior to enrollment.
- Need information from all states and U.S. territories. Start with states from which we get the most students (UT, WY, MT, NV, OR, WA, CA, AK) and add as you can. Eventually we need all. Please complete at least this much by May 15.

NWCCU Year Six Report, Joanne. We plan to submit the Year Six report to NWCCU by September 1. Members of the AAAPR committee are working on collecting data and we will draft the report over the summer, in addition to starting work on the Year Seven Report. Please provide feedback regarding the continued use (or not) of Core Themes.

Watermark products, Joanne. We have approached Watermark about swapping out the last year of the assessment software contract for two more years of Activity Insight (contract is up in August). Let Joanne know if Activity Insight is required for your college's accreditation.

Assessment, Ann Hackert. Contact Ann if you need assistance or support with assessment.