

**Council of Academic Deans Meeting  
August 25, 2020**

**Summary and Action Items**

1. **Fall 2020 Department Chair Training (Pilot)** – Dr. Debbie Thorne and Dr. Candace Hastings announced the development of a multi-session department chair training program and will pilot the program in October 2020. The deans were asked to discuss with their chairs and submit ideas/recommendations for topics and presenters to Dr. Hastings.
2. **Cost of Captioning for Hearing Impaired Students** – Discussion was held amongst the Council regarding the cost of closed captioning. Mr. Dana Willett will explore cost and service options with IT.
3. **Undergraduate Admissions Report** – Mr. Gary Ray provided the Council with the undergraduate admissions report.
4. **Graduate Admissions Report** – Dr. Andrea Golato provided the Council with the graduate admissions report.
5. **COVID-19 Updates** – Continued COVID-19 discussion was held amongst the group.
  - Dr. Bourgeois announced that on the first day of classes, only one faculty member was referred to the Office of the Dean of Students and zero students were referred for not complying with the face mask requirement.
  - Dr. Bourgeois also announced that Spring Lake Hall and JCK 11<sup>th</sup> floor are not available to outside users and he asked the deans to let him know of their plans for awards day/celebrations for the fall semester. Dr. Mary Ellen Cavitt reminded the group that outdoor events are limited to 10 people.
  - Dr. Cavitt announced that there are currently 1,000 beds available but the students from Lamar University will temporarily fill half of them due to their stay on our campus because of Hurricane Laura.
6. Discussion was also held regarding student expectations and federal rules for regular and substantive interaction between instructor and students in distance education. Deans were asked to share the discussion with their chairs/directors.
  - Faculty are allowed to request that students provide them documentation if students are missing class.
  - Plans for the spring 2021 semester will be discussed at President's Cabinet on September 14, 2020. It is possible that the spring 2021 semester will look similar to the fall 2020 semester with similar restrictions and modifications.
7. **FY 2021 Budget Planning** – Continued discussions regarding the FY2021 budget. Dr. Bourgeois reminded the Council that temporary funding allocations for FY2021 are temporary and that academic units need to review spring 2021 and FY2022 budget needs with this in mind.

**OFF AGENDA**

- Dr. Bourgeois announced that Dr. Kambra Bolch will serve as interim dean of University College. Dr. Mary Ellen Cavitt will be the next Dean of University College. When the role of interim VPSA ends for Dr. Cavitt, she will serve as the Assistant Vice President for Student Success and Dean of University College.