
Date: 08/20/2021 | **Time:** 2:00-3:30PM | **Location:** Virtual *Meeting will be recorded* |

ZOOM LINK: <https://txstate.zoom.us/j/97623909135?pwd=MU11anVpOW90TTRtUGgwUkdMK1VQQT09>

Item

Welcome

Biggs

Promotion/Department Recognition

Dean's Visit 2:00pm

Dean Chahin

Program Update

Undergraduate | PLA | Graduate

Portia
Sherron
Singh

Department Updates

Covid Supplies | Reminder about Sick Leave | Syllabi Deadline/Updates |
Update Personal Data | Semester Meeting Dates

Nikki

Outreach – Enrollment/Retention

ALL

Recruitment Ideas | Advisory Council | Marketing

Research/Grant Updates

ALL

Important Dates:

- **Friday, Aug 20th**
 - University Convocation, College Meeting, & Faculty Meeting
- **Monday, Aug 24th**
 - First Day of Classes
 - Canvas Sites MUST be live!
- **Friday, Sept 3rd**
 - First 8 weeks Roster DUE
- **Monday, Sept 6th**
 - Labor Day- Holiday- University Closed
- **Wednesday, Sept 15th**
 - Full Term Roster DUE

Fall Semester Faculty Meetings: 11:30am-1:30pm | Wednesdays

SEPT. 22nd | OCT. 27th | NOV. 17th | DEC. 8th (tentative)

Attendees:

Gottschall, Grams, Sherron, Cherrstrom, Fuller, Whitworth, Boden, Singh, Ashford-Hanserd, Xie, Biggs, Johnson

Welcome

Program Update

- Undergraduate
 - See attachment
- PLA
 - Average Age: 36-37
 - Serve working adults
 - Reskilling Grant- start September 1
 - Using funds (150K) for marketing for BAAS program
 - Average Summer 2021: 10 credit hours awarded
 - 2 sections in Fall 2021 semester- Instructor: Sherron, Boden
- Graduate
 - Possible PLA program for MEd (similar Applied Anthropology)
 - Marketed to technical background
 - Working with other grad program to beginning planning
 - 18 in the intro, CTE 5303 – potentially 20
 - Building certificates into Med program to double enrollment

Requirement	Fall 2021
Last Day to <u>Apply for Graduation</u>	October 1, 2021
OWLS Comprehensive Exam Application	October 1, 2021
Comprehensive Exam Website Opens	October 4, 2021
Comprehensive Exam- Written Portion Due	NOV 7, 2021
Faculty Review Period	NOV 8 th – 15 th
Comprehensive Exam- Oral Portion Due	NOV 16 th -19 th
<u>Comprehensive Examination Paperwork*</u>	December 3, 2021

Department Updates

- Covid Supplies
 - Limited supply of Sprays/Cleaning Cloths/Masks for department
- Reminder about Sick Leave
 - Online Sick Form: <https://www.owls.txstate.edu/Faculty-Resources/Leave-Approval-Form.html>

- Faculty members appointed in benefits-eligible positions (50% or more appointment) earn sick leave and must report sick leave taken even if no classes were missed. Reporting is required by the State of Texas (Texas Government Code 661.203).
- Faculty must report sick leave for the actual time missed from carrying out their normal, negotiated workload responsibilities, including teaching, research and scholarly/creative activities, and service. Sick leave taken must be recorded in hours, including partial day absences.
- Syllabi Deadline/Updates
 - Use either detailed version or version 2
 - **Deadlines to submit your final syllabi to Nikki:**
 - Main Session: Wednesday, August 25th
 - First 8 Weeks: Wednesday, August 25th
 - Second 8 Weeks: Thursday, October 14th
- Canvas
 - Please send an email to your course introducing yourself and stating when your canvas site will be live this week. (This reduces the phone calls and emails we receive)
- Textbooks
 - How to Access Follett Discover
 - Log into your CANVAS account at <https://discovery.canvas.txstate.edu/>
 - Click the link labeled "Account" at the top left of your screen.
 - On the pop out window that appears click the "Follett Discover" link.
 - Ensure the correct term is selected from the drop down box on the Follett Discover homepage (you can change it between summer and fall)
 - Update your textbooks to match your updated fall assignment
- GRA
 - Funding Restraints
 - Paul Pluymen_ Student Worker- Assists BAAS Program
 - Maria Mohamed_ GA- Assists Dr. Boden (10 hours)
 - Mallorie Blevins_GRA- Assists Dr. Ashford-Hanserd (20 hours)
 - GA_ Pending approval – Open (20 Hours)
 - GRA_ Pending approval- Open (20 Hours)
- Semester Meeting Dates
 - 11:30am-1:30pm | Wednesdays
 - SEPT. 22nd | OCT. 27th | NOV. 17th | DEC. 8th (tentative)

Outreach – Enrollment/Retention

- Need ACTIVE Advisory Council
 - Please send out link to all prospective members
 - [Advisory Council OWLS Ambassadors](#)