

Date: March 7, 2016

Location: Science Center Conference Room 2603

Members Present: Cathy MacGowan, Debra Hagerty, Wendy Wolfe, Maliece Whatley, Chris Corrigan (ex-officio), Robert Smith (ex-officio), Yassaman Saadatmand (ex-Officio), Greg Wimer, Patricia Holt, and David Wheeler (ex-officio)

Members Absent: Georj Lewis (ex-officio), Bill Kelso (ex-officio), Catherine Gilbert

The meeting opened up at 3:05 by Dr. Cathy MacGowan.

Old Business:

- Email approval of minutes. Thanks.
- My Campus survey discussed. As of date, survey response have a low rate of completion.
 - Approximately 3% completed of all faculty, students and staff. Email has been re-sent as reminder.
 - It was noted that browser compatibility may be an issue so *Chrome*[®] may be a better choice.
 - Survey will be left open approximately 3 weeks (i.e. includes Spring break week).

Schedule Master Plan: (See Appendix)

- Sasaki will be on campus for visit the last week of classes.

Revenue Sharing update:

- Dr. Smith and Mr. Chris Corrigan met regarding revenue sharing.
 - Minimum class sizes will reduce the number of unprofitable courses
 - Formula may or may not include class sizes and paying for summer differently.
 - Department by department basis looked at for profitability.
 - Current calculation is more complicated than just putting all the money in a pot and dividing. Some will suffer as some departments are more profitable.
 - What is the department contribution and profitability?
 - Calculation based on salary of professor and class size.
 - If minimum class size is not met then the department would have the ability to offer as a different pay rate. Global sensible solution desired.
 - Questions to be addressed:
 - What is the threshold that the department has to meet before there is profit sharing?
 - Implication of classes canceled for low enrollment. Two week as a cut off was discussed.
 - Marketing important so students plan for graduation requirements are met and students have a backup if cancellation of class occurs.
 - Goal is to start new model of revenue sharing by summer 2017.
- Dr. MacGowan stated she will continue to request updates for the committee. Dr. Smith stated that would be acceptable and that we are headed in the right direction.

Other Business discussed.

- Dr. Smith discovered the home page needed to be more user friendly with links for students to register for summer.
- Term advisement pins are being developed, because Advising Holds were not Term specific.
 - Rather than banning student from registering, we will provide students a pin given from their advisers.
 - Will be discussing summer pins. May allow students to register at will for summer courses.
 - Ms. Maliece Whatley brought up a discussion of students losing pins from experience using at Savannah State.
 - Plan would be once the pin is used by the student once, it will be visible in Ship for the student. The issue may be the student loses the pin before it is used the first time.
- Dr. Yassaman Saadatmand reported that it is very difficult to see what are courses are available for the student. If you want to see all of the current courses that are available, it is not easy to find the list. Dr. Smith said that this is fixable.
- Dr. Smith noted that Summer 2016 numbers are looking good. 5 % year over year as to date.

Janitorial Contract

- Mr. Corrigan gave an update on janitorial contract.
 - GCA performance much better than earlier in the contract year.
 - Armstrong had put them on probation for poor performance.
 - The manager first assigned by GCA did not work out. Since that occurred, GCA has resigned original manager with a person with collegiate experience (was site Manager from Case Western Reserve) which has resulted in improvements (e.g. fixed floor issues, reassigned personnel to clean buildings, etc.) GCA has been taken off probation.
 - Some issues still remain with janitorial staff (e.g. underperforming staff) and current site manager is in the process of addressing these issues..
 - Improvements noted. For example, concerns on cleanliness of Science Center was brought to Ms. Katie Twinning prior to the State of Georgia Science Bowl Final. The building did look good. However, the bathrooms still need work on upkeep in the Science Center buildings during the week. Mr. Chris Corrigan will give feedback regarding this.

New Business

Faculty Salary Committee Update

- Dr. Wendy Wolfe reported the committee had not met recently.
- Dr. Micheal Toma is evaluating the 2015 CUPA data that was released in February 2016.
- Meetings are scheduled for the committee to discuss salary survey: March 11 and March 21.
- Drs. Wendy Wolfe and Cliff Padgett have volunteered to draft recommendations for next two adjustments and how they will be implemented. This was completed in January.

Online Tuition Course Reduction & Department Budget Ramifications

- Last academic year (2014-2015) the difference between ASU online tuition compared to USG eCore was \$63, with ASU being higher in cost. To encourage students to sign up for ASU eCore offered online classes and not USG eCore online course (i.e. we do not get tuition dollars from USG eCore offerings because we are not officially affiliated with the system) ASU online offering tuition costs was lowered to match USG eCore.
- It was noted that students see an aggregate cost of the courses, not a cost per credit.
 - Dr. David Wheeler also mentioned the current posted course prices on the website are not current.
 - The total revenue lost by not being affiliated with eCore. The amount doubled from fall to spring. Total went from under \$6000 to approximately \$12, 000. Approximately \$17,000 total for Fall and Spring
- Online course registration is up through the first 2 terms of current academic year.
 - It was noted that students did enroll in more Armstrong online eCore courses than USG eCore.
 - Students enrolled in ASU online classes get support from Armstrong faculty, whereas eCore offers no support from Armstrong faculty.
 - Mr. Chris Corrigan (i.e. *Prima Facie* evidence: Number of USG eCore course enrolled was less than number of enrolled with Armstrong faculty) that is what we hoped to happen and it did happen.
- This new tuition policy resulted in a reduction of funds allocated for the Fall 2015 to departments with online offerings.
 - If the current course cost for eCore and Armstrong courses remains the same, it result in a loss of online money coming back to department.
 - CST was over compensated for Fall 2015 ASU online tuition differential.
 - \$224,119 for first two terms of this academic year is the estimated reduction in the differential revenue due to the change in the tuition model, resulting in a reduction of \$44,823 in revenue distributed to the four colleges.
- Mr. Chris Corrigan noted that from discussions with and observations by ASU financial aid staff discussion that our students are very cost conscious and would be sensitive to any changes (i.e. increases) in tuition costs.
 - No anticipated change.

Cyber Program Director

- Dr. Smith discussed the Armstrong designation as a National Center of Academic Excellence in Cyber Defense. We were awarded this designation by the National Security Agency and the U.S. Department of Homeland Security.
 - Many benefits. Ability to do things for the military at Fort Gordon, Cyber Command.
 - Cyber Security is in infancy and is extremely important.

- Thought there was time to fill position, however with Jane Wong leaving, we have to move fast.
 - Jane Wong and Pete Hoffman have worked very hard with faculty to get this designation and if we do not move fast we will have squandered the year of work.
 - We interviewed a well-qualified person for the position of cyber director; people with this specific training are extremely scarce to find in the employment arena.
 - Competing interests:
 - The person of interest for the ASU cyber program director position was offered to go into active duty with the Army.
- Salary pay for the director of the cyber security program:
 - In future, pay for position will be funded by grants and/or contracts.
 - Many sources to secure funds other than from University budget.
 - Major General Fogarty was on campus and stated expect an MOU.
 - Pricewaterhouse-Coppers expressed interest in our capabilities now that we have the Center of Excellence designation.
 - Lapsed salaries (position not currently filled) this academic year. The salary pay for next fiscal year until grants etc. cover the salary.
 - Other positions at ASU that are funded from grants, etc. (i.e. *soft money*) as will this position are TRIO program positions and HRSA grant-funded nursing positions.
- Academically, ASU has a minor in the cyber security.
 - Track - Cyber security is in the computer science program and cybercrime in the criminal justice.

Policy for Visitors (Minors) on Campus

- Minors on campus policy:
 - Criminal background checks are required and a video must be watched.
 - Parents with teachers: Will not have to go through background check or view Video.
 - If chaperoning a group of students then yes they will have to see the video.
 - All third party programs will have to comply.
 - Example: Our coach who has his own adult student workers would need to ensure the adult student workers are in compliance with the policy.
 - Public events: you don't have to watch video and have a criminal background check.
- There are and will be gray areas that will need to be addressed as the policy is implemented. Mr. Chris Corrigan noted that since this is a new campus wide policy that questions will be asked and will be addressed (i.e. Policy tweaks).
 - Review the language of the policy. Need to be prudent. Cost of background check \$7.50, so not very costly.
 - Conference and events will need to keep the records.

Next meeting is April 11, 2016 at 3:00 pm in Department of Chemistry & Physics Department Office (SC2603)

Respectfully submitted,

Debra Hagerty

3/16/19