**Augustana College Rock Island, IL**

**AGENDA**

**Deans’ Meeting with Division, Department & Program Chairs**

**Wednesday, August 28, 2019   
Meeting from 8:30-10:00 AM**

**Wilson Center**

1) Call to Order: Wendy Hilton-Morrow

2) Kam Williams, Director of Disability Services

4) Pedro Bidegaray, Director of International and Off-Campus Programs

3) Semester Transition: Gillian Lederman and Jayne Rose

4) Faculty Council: Randy Hengst

5) Faculty Welfare: Michael Wolf

6) AIC: Tim Muir

Report: This year AIC will lead a campus-wide discussion about how our students develop

**intercultural competence** that will be informed by the Interfaith Diversity Experiences and

Attitudes Longitudinal Study (IDEALS). Last year’s graduating cohort participated in this

multi-institution study as first-year students, sophomores, and seniors.

7) Kristin/Liesl

Report: Reminder of Significant Policy Changes for Students.

a) Minimum full-time enrollment is 12 credits, and full-time tuition covers 34 credits per year.

b) All courses dropped after Friday of week one will show up as Withdrawals (W) on student

transcripts. Remind Advisors students will need a quick turn-around for Fall semester schedule related questions.

c) MAP eligible students must be enrolled in 15 credits between Fall semester + J-term to receive the maximum MAP award. Students and advisors will be notified mid-week of Week 1 if they are registered for <15 credits.

Procedural change in Dean of Students Office for validating documentation for student absences: Please do not ask students to visit the Dean of Students Office to discuss a class absence. Have students raise a flag in Starfish, instead. This will streamline communication and expedite next steps for students (see handouts).

The Advising Office will begin the process of adding sample 8-semester plan links on departmental web pages during Fall semester. Watch for further details.

8) Wendy Hilton-Morrow

Minimum wage: As you’re likely aware, the current minimum wage in Illinois of $8.25 pr hour will increase to $9.25 on January 1 with subsequent increases until it reaches $15 per hour in 2025. Currently, college students are exempted from the minimum wage increases. The cabinet is still in discussion about whether Augustana will move the minimum wage for students to $9.25, which would require a decrease in the overall number of student hours worked in order to stay within budget. A group that includes Laura Kestner-Ricketts and Jacob Bobbitt has been meeting over the summer to review student employment guidelines and potential implications of a minimum wage increase.

Department chairs handbook: Some of you may recall that a few years ago in my capacity as Associate Dean of Faculty Development and Academic Initiatives, I renewed efforts to bring back a department chairs handbook to provide information and guidance for chairs. Tom Bengston, Eric Stewart, and Mark Vincent signed on to help draft the handbook. This summer, I asked Gillian to pick up where we had left off to try to move this project forward. She has a draft that will soon be ready for feedback. If you have an interest/willingness to review the draft, please let Gillian know.

Strengths-Based Team Leadership Program: See the handout on details for this pilot program for academic departments and programs. If you’re interested in participating, please submit your proposal by September 16.

Four-Year Assurance Review: One more reminder that as our office works towards completing our four-year assurance review for HLC that Gillian may be contacting you for examples and supporting documents to demonstrate that we meet the four key accreditation criteria. However, don’t feel like you have to wait for her if you have things you’d like to share. You can send them to our dedicated four-year assurance email address: [hlc@augustana.edu](mailto:hlc@augustana.edu).

Announcement: Institute for Leadership and Service funding

For Discussion:

* Identifying and responding to bumps and successes of semesters
* Using chairs meetings as an opportunity for strategic conversation