

**ALC Agenda: 12/1/21, 1:30 p.m.**

**Zoom**

Meeting Notes – Academic Leadership Council – December 1, 2021

Notes by Mary Lynne Golden

Members Present:

Frank Einhellig	Chris Craig	Guest:
Kelly Wood	Joye Norris - absent	Josh Smith
Shawn Wahl	David Meinert	
Barri Tinkler	Mark Smith	
Victor Matthews	Tamara Jahnke	
Thomas Peters	Julie Masterson	
Rob Hornberger - absent	Michelle Olsen	
Greg Rainwater	Michael Hudson	
Christopher Herr	Keri Franklin - absent	
Ronald Del Vecchio – absent	Paul Deal	
Nancy Gordon - absent		

**1) Announcements with Comments**

- ADP Time is now in progress
- Board of Governors, December 16:
  - Risk Management – 8:30am, PSU Ballroom East
  - Finance & Facilities Committee – 9:00am, PSU Ballroom East
  - Programs & Planning Committee (featuring CNAS) – 10:30am, PSU Ballroom East
  - Board of Governors Meeting – 1:300pm, PSU 313 (Discussion Element will focus on accomplishments of the 2016-2021 Long Range Plan)
  - Citizen Scholar Dinner & Awards Ceremony – 6:00pm, PSU 400
- Financial Disclosures will be sent via email again this year
- CBHE meeting of December 8 – agenda includes OTD and Mission Change, both being recommended by CBHE staff

**2) Discussion Items**

- Mara Woody – Dec. 3 visit  
*Mara Woody from MDHEWD will be on campus Friday, Dec. 3 to visit with several people. This is part of a campus tour they are doing throughout the state. Julie will also send to the group the responses from CBHE etc, about changing our Mission.*
- Gen Ed Update  
*Josh Smith has put together a list of Gen Ed and the current enrollment levels. Deans need to pay attention to class levels and make adjustments now instead of later.*
- Status update:
  - Watermark Workflow  
*On the agenda as a purchase over the next 5 years for the BOG to vote on in December. It is our understanding that this will be agreed to. Just over \$100,000/yr for the next 5 years.*
  - Phase out of MediaSite  
*Will be obtaining Camtasia instead.*

- Updates from Chris C.
  - Thanksgiving & Fall Break revisions?  
*Springfield Public Schools is going to start taking the entire week of Thanksgiving off. The Academic Calendar committee is going to look at possibly add the full week off at Thanksgiving and keep Fall break. The President has requested that we look into this.*
  - Final Exams  
*The Office has received questions regarding finals week with Study Day specifically.*
  - Leave reports  
*Faculty has brought to our attention that faculty are being asked to submit timesheets as well. Faculty can accrue 15 weeks /her.*

## **Looking Ahead**

### **December**

- 3 United Way Celebration Luncheon, 11:30am, PSU Ballroom
- 6 Holiday Open House, 2:00-4:00pm, PSU Ballroom
- 9 Last Day of Classes
- 10 Study Day
- 11-16 Finals
- 13 President's Late Night Breakfast, 8:45-10:30pm, Blair-Shannon Dining Hall
- 16 BOG committee & regular meetings
- 16 Citizen Scholar Dinner, 6:00pm, PSU 400
- 17 Fall Commencement – 10:00am (COB & COE), 1:30pm (All Others)
- 22-31 University Closed for Winter Break (Dec. 22 – Jan. 4)

### **January**

- 1-4 University Closed for Winter Break
- 5 Lunch with a Genius, 11:30am, Meyer Alumni Center
- 6 Staff Awards Luncheon (details TBD)
- 17 Martin Luther King Jr. Day – University Closed
- 18 First Day of Classes for Spring 2022
- 28 Virtual Town Hall meeting, 3:00-4:30pm