

Elizabeth Schott

From: Elizabeth Schott
Sent: Wednesday, June 29, 2022 11:04 AM
To: Elizabeth Schott; Andrew J. Buck
Cc: Martin A. McClinton
Subject: Dean's Updates for July

Greetings everyone,

Happy 4th of July! Below are the Dean's Updates for the month of July – which I am sending out a few days early as Banner will be down tomorrow for year-end rollover, and to wish everyone well for the upcoming long weekend– if you are traveling, please travel safe!

TL;DR (Too Long; Didn't Read) Version:

For faculty teaching this summer, please note the key dates below – **especially the date grades are due for Summer Full and Mini-B (August 3rd at NOON).**

For all faculty, be sure to check out the Summer Institutes II and enroll as interested (\$300 stipend for successfully completing an Institute). You should also have a SoPAS Faculty teams invite in your inbox!

Key Dates:

Below are key dates for the next six weeks. Please add them to your calendars as appropriate.

- Thursday, June 30 Banner will be offline for Fiscal Year rollover – this could affect attendance verification – so be sure they are in today!
- Friday, July 1 FEE and ARC Grants requests due
- **Happy July 4th** **College Closed for 4th of July**
- Thursday, July 7 Last day to withdraw for students – Summer Full term
- Friday, July 22 Last day to withdraw for students – Summer B term
- **Monday, August 1** **Last Day of Classes - Summer Full and Mini B term (final exams the last class meeting for your course)**
- **Wednesday, August 3 by NOON** **Final grades due - Summer Full and Mini B term**
- Monday August 8 New Faculty Seminar begins
- **Monday, August 15** **First Duty Day for Faculty**

Communication:

My goal this year is to have frequent and transparent communication of all things going on at FSW. To begin the process, I have created a SoPAS Team through Microsoft Teams and everyone should have an invitation to join in their inboxes. If you did not get one, please let me know, or if you don't have access to Teams, please let IT know.

Microscope Upgrade!

Rose and Laura will be coordinating the installation of the new microscopes going into all of the Lee Labs rooms between the Summer and Fall terms – so there will be lots of movements in the labs as soon as classes end. For professors teaching in those labs room in the fall – be on the lookout for communications from Rose on training opportunities and instructions on how to use the new microscopes.

Scholarly and Research Activity Support:

If you are doing scholarly/research activities and **are requesting support or working with students, to include laboratory space** and supplies, submit the previously requested information. If you plan to request funding, see the end of the email for FSW funding sources and required submission dates. ARC Grant and FEE Requests due 1 July. Information can also be found in the SoPAS Faculty Teams page.

Summer Professional Development Opportunities:

The last of the summer professional development opportunities is fast approaching. There will be a \$300 stipend for the completion of a Summer Institute.

- From Educators to Influencers: Our Journey, Our Story, And the Lives We Impact Through Educational Excellence!
 - Summer Institute II: Monday, July 11-Friday, July 15, 2022
 - Summer FLEX Institute II: Tuesday, July 12 & Thursday, July 14, 2022

Leadership changes:

As mentioned before, Dr. McClinton is now the Acting Vice President for Academic Affairs. The interim Vice President for Academic Affairs, Dr. Judy Bilsky, will be on campus for a few days in early July and looking forward to meeting those who are around. All operations, to include negotiations, will continue as scheduled.

Fall Enrollment and Teaching Assignments:

I continue to monitor enrollment carefully and will be reaching out to individual instructors with possible course changes as we get closer to the semester start date. As the last step of the orientation is enrolling in classes, we are seeing about 150 new students each week in the system. Enrollment has been steadily climbing throughout the summer, especially in the beginning courses. As students have enrolled, I have been shifting courses to accommodate what is being requested. For summer, most wanted online, but for the fall, there is an increased request for on campus classes. If you have any concerns about any of your courses, please reach out.

Dean's Leave Schedule:

Now that Andy and Rose are back, it is my turn to take leave! I will be working remotely from Montana July 13th – July 20th (available daily on zoom and email) and officially away from my computer (and the internet!) and thus very hard to reach July 21st – August 3rd. Dr. Teed, Dean of the School of Arts Humanities and Social Sciences, will be the acting Dean and signing authority while I am out. If you need anything while I am gone, please reach out to Andy first as he can point you in the right direction for issues that might arise.

As always - comments, questions, or concerns, please let me know.

Best Regards,

Libby

Dr. Elizabeth W. Schott

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Where math counts and science matters!

Bad joke of the day: Why doesn't anybody talk to circles? Because there's no point!

