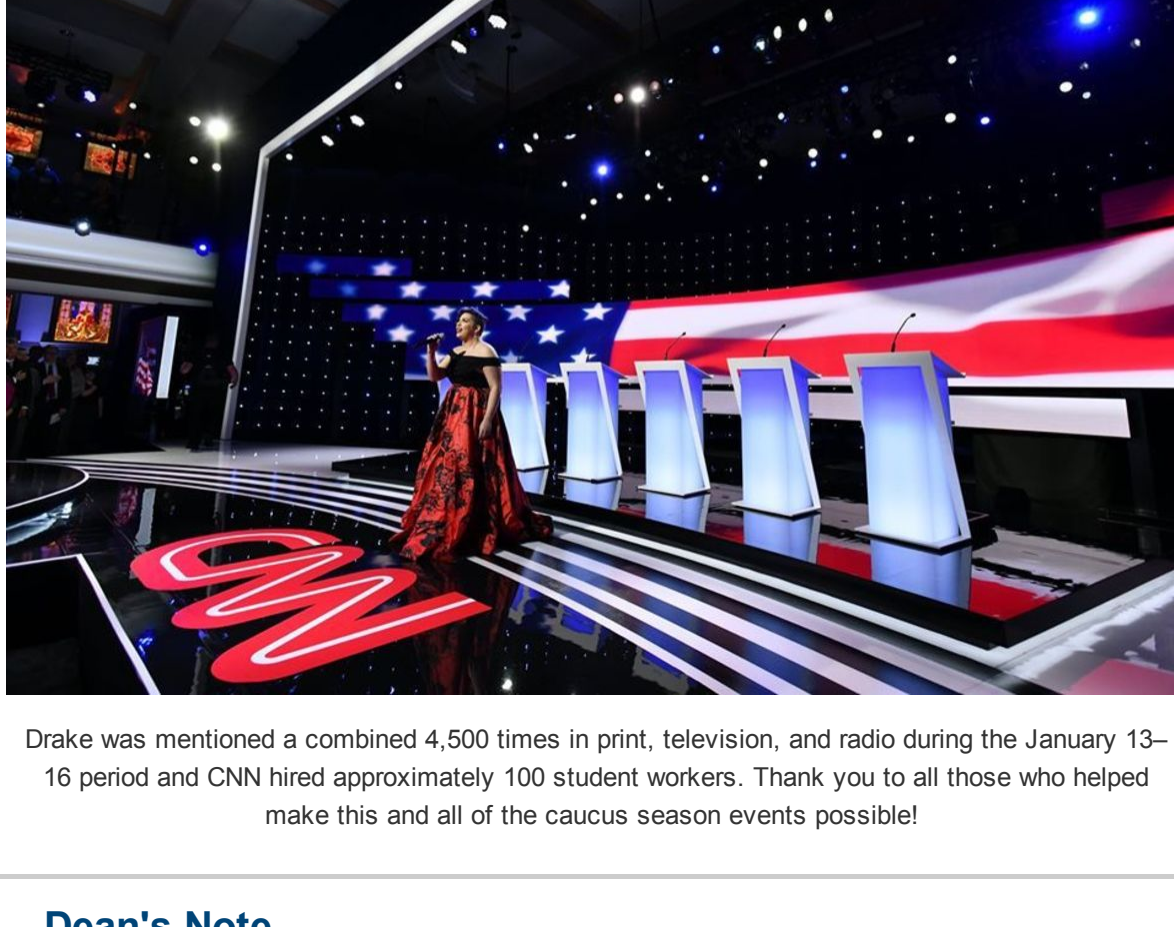


## A&S Newsletter

January 27, 2020



Drake was mentioned a combined 4,500 times in print, television, and radio during the January 13–16 period and CNN hired approximately 100 student workers. Thank you to all those who helped make this and all of the caucus season events possible!

### Dean's Note

Dear all,

Welcome back and happy first day of the semester! I hope you had a good winter break and successful J-Term. January went by so fast! It was a busy month, with political events on campus (the big debate!), J-term classes in seat, online and traveling far away, the Board of Trustees meeting in Denver and lots of planning meetings. I was so proud of how Drake looked on the national news—and so proud when people from all over told me that they saw our university—and our faculty interviewed as experts on tv! Yep, that's our faculty!! Good time to be in Iowa for sure, even when it's negative 1 degree (that's -19 in Celsius!). When I returned from the BOT meeting in Denver via California at midnight on MLK Day, I could hardly find my car as it was buried under several inches of snow and ice. Not a smart idea to leave it in the outside parking lot during the snow storm!

Lots happened here in the dean's office over January. Kayla is back, now as a happy mom. Ashley started as the college's budget manager. She hit the road running, despite having no Banner access for the first 3 weeks. Claudia started as the new administrative assistant in Medbury and Collier Scripps. Our student success team is now located in the northwest wing of 2nd floor FAC. We met with each department chair individually to plan out the next academic year. Natalie handwrote 256 postcards to admitted Open Enrolled students. Faculty taskforces submitted their recommendations. J-Term reports came in, together with exhausted but fulfilled faculty. We are ready for the new semester!

The Board of Trustees gave its approval for two new A&S programs: a major in Artificial Intelligence and a 4+2 pathway for a Master in Applied Behavioral Analysis. Both will start in the fall, and we will begin marketing and recruiting asap. The latest admissions funnel report shows that all our work with prospective students is paying off—we are ahead by almost 70% in tuition deposits compared to last year January. The next few weeks will be crucial and busy with visit days, NAS interviews and phone calls—thank you for stepping up and showing prospective students what it means to be a Bulldog! We are also entering the second phase of on-campus interviews, with candidates in Anthropology, History, Cybersecurity and Theatre scheduled to come over the next few weeks. Fingers crossed! We were not as successful with some of our other searches in the fall (Politics, Psychology, ABA, and Computer Science), but have not given up on all of them quite yet. We have hired two tenure track faculty so far: Ryan Sturms in Biochemistry and Kieran Williams in International Relations.

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### Dean's Office Hours

The Dean will hold her open office hours in the Cowles Library Cafe on Thursday, February 6 from 3-4:30pm.

### New Major/Pathways Approved

The Board of Trustees approved two new programs at their January meeting that will be available for students in Fall 2020: a major in Artificial Intelligence and a 4+2 program with Applied Behavior Analysis.

The **Artificial Intelligence** major is an interdisciplinary program in the College of Arts and Sciences that comprises courses from Computer Science & Math, Arts & Humanities, and Business & Law. In the spirit of preparing students for meaningful personal lives, professional accomplishments, and responsible global citizenship, the artificial intelligence major at Drake is designed to prepare students to be successful in a world where machines can play an important role. The major in artificial intelligence is designed to appeal to students interested in STEM, the humanities, or business. The major will have 17 core courses and 3 optional concentrations (Computer Science, Humanities and Business). The AI minor will total 24 credits.

The **4+2 program with ABA** will allow students to earn an undergraduate degree and a Master's degree in six years. Students interested will be able to apply to the Master's program early in their studies at Drake. Current Drake juniors are encouraged to apply in the fall semester.

### Advising Corner

**COUNSELING CENTER RESOURCES:** This spring, the Counseling Center is launching two groups: an [anxiety support group](#) and an [adjustment challenges support group](#), as well as hosting a [grief event](#) on February 26th. Each link is a flyer with more information to share with your advisees and students.

**VALIDATION:** Complete enrollment validation for all students in the classes you teach. The process of validation removes students who do not attend/validate their enrollment on the first day of class, without making prior arrangements with you. The enrollment validation link is active only for the first seven calendar days from the start date of your class. Failure to validate enrollment may lead to incorrect billing, potential financial aid miscalculations, and inaccurate student records.

**J-TERM 2020 GRADES:** J-term 2020 grades are due by 10 a.m. on Wednesday, Feb 5. Please remember to enter grades for any students completing an internship or independent study.

**ADD/DROP DEADLINES:** Students have through Friday, Jan 31 by which to add a course and through Friday, Feb 7 by which to drop a course (without a W). If a student adds your course to their schedule, you will receive an automated confirmation email. In turn, the student will receive an email detailing that it is their responsibility to follow-up with the faculty member to obtain the syllabus and gather other relevant information.

If you are allowing a student to add your course after Jan 31, the student must use the add/drop form to add your course. The add/drop form is available in various college offices and the Office of the Registrar. Once completed, this online, [fillable form](#) should be printed, signed and submitted to the student's college dean's office.

You also will receive an automated message confirming a student(s) drop.

**REGISTRATION OVERRIDES:** You can set registration overrides for students seeking a seat in your course. Registration overrides can be set by selecting Registration Overrides under the Faculty & Advisors tab in MyDUSIS. In some instances, a student may need more than one override, i.e., a pre-requisite is not met and the course is closed; both overrides need to be set to allow the student's registration. Setting registration overrides helps students to add coursework over weekends and afterhours, so as to have more immediate access to Blackboard materials.

**WAITLISTS:** A limited waitlist function will continue through noon on Friday, Jan 31, allowing the student(s) on an *existing* waitlist to register for an open seat. Students will not be able to waitlist for new sections during the first week. If you have questions on whether you have a course(s) with a waitlist, please contact me. *If you have a course(s) with a waitlist, please be mindful in allowing students into that course as a seat offer(s) may have been extended. You do not wish to exceed the seating capacity in your classroom.*

**RESPONDING TO STUDENTS OF CONCERN:** If you are concerned about a student in your course, please raise a flag in Starfish which will prompt the appropriate office to follow-up. Another option is to complete an [early alert form](#). The form feeds directly to the dean's office and facilitates our proactive outreach to students who need assistance and connections to key college and university resources.

**NEW STUDENTS:** If you were assigned to an incoming new or transfer student, you would have received an email. While we encourage new and transfer students to reach out to their advisor in the first weeks of the term, an outreach from you, welcoming them to campus and sharing your office hours and location, would also be a great way to welcome these new students. Please also consider welcoming back returning advisees with updated information on office hours and other relevant information.

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