

## ACADEMIC DEANS' COUNCIL MEETING

March 30, 2006

**Present:** Kay Clayton, Pam Trant, Mike Daniel, Dann Brown, Robert Diersing, Ron Rosati, Manuel Lujan, Dalton Bigbee, Ronn Hy, Alberto Olivares, Bill Heenan, Carolyn Green, Indra Reddy

### I. Announcements/Discussion/New Business

- A. Dr. Clayton informed the council that Speaker of the House Tom Craddick's wife, son and press secretary are visiting the campus, specifically the College of Pharmacy.
- B. Dann Brown gave an update on the Presidential Scholarship Orientation. Letters encouraging students to attend the orientation are being sent from University College. Dr. Brown suggested that the deans might also like to send letters of encouragement to those students who have indicated interest in their respective college.
- C. Each council member gave an update on his/her faculty searches.
- D. Dr. Clayton reported on activities from the recent Board of Regents and Chief Academic Officers meetings. The B.S. in Biomedical Sciences was approved by the Board, as was the transfer of the College of Pharmacy from A&M-K to the A&M Health Science Center. The proposed increases in fees were also approved.
- E. The *Discovery and Scholarship* publication has arrived, and Dr. Clayton asked that each member of the council take 30 copies of the publication for distribution.
- F. Dr. Cathy Downs, Chair of the Writing Advisory Council, gave an update on WAC activities, and informed the council that a writing consultant will be on campus March 31. The deans will have an opportunity to meet with the consultant.

### II. Old Business

- A. Manuel Lujan reported that Banner will allow for the BAAS degree to be decentralized. Dr. Clayton would like to have further discussions regarding this at a future meeting.

### III. Reports

- A. A retirement reception for Jim Boyle is scheduled for Friday, April 28 at 10:00 in the foyer of Eckhardt Hall.

Dr. Brown reported that Luisa Havens is sending mass e-mails to students. One was recently sent informing them of the location of faculty advisors.

- B. Manuel Lujan is reviewing the organization of the Enrollment Management division.

There are some strong candidates for the two new CIS positions.

Mr. Lujan discussed some of the new enrollment strategies being developed and practices in the areas of enrollment management. He will be giving the council members weekly updates on enrollment figures.

- C. The new enterprise software (InfoEd) for research will be installed in the near future. This software will assist research by streamlining the proposal submission process.
- D. Ronn Hy reported that the Department of Language and Literature recently held a chili supper inviting the faculty from Del Mar College. He applauded this outreach activity and feels that other departments will follow in a similar manner.

A film series is being offered April 4 and is co-sponsored by Enrollment Management.

- E. Alberto Olivares reported that there will be a real push for first time graduate recruits when distributing scholarships and assistantships for the coming year.
- F. The College of Education recently held the annual School Board Workshop with approximately 85 school board members in attendance.
- G. The advertising of scholarships for the College of Business Administration has been placed on the TSCPA website. This is being used as a new recruitment aid.
- H. The Caesar Kleberg Wildlife Research Institute is celebrating its 25<sup>th</sup> anniversary next week.

The annual Agriculture, Natural Resources and Human Sciences college awards will be held April 13.

The Center for Young Children will be holding its annual fajita lunch fundraiser on April 9.

- I. The System Center will have its Ring Ceremony on Saturday, April 1 at 2:00 p.m. with approximately 50 students receiving their rings. Kingsville will have over 100 ring recipients this semester.

**IV. Dates to Remember**

- A. College Award Information to Norma Flores for Commencement Program - March 31
- B. Lone Star Graduate Diversity Colloquium - Texas A&M-College Station - March 31-April 1
- C. Transfer Days - CBC-B - 10-1 - April 5
- D. Student Interviews - College of Pharmacy - April 6
- E. Faculty Workload Analysis Workshop - 8-11:30 a.m., Friday, April 14
- F. Transfer Days - Del Mar - 10-1 - April 19
- G. Coordinating Board Site Visit - College of Pharmacy - April 24-25
- H. ACPE Site Visit - College of Pharmacy - April 25-27
- I. Transfer Days - STC 10-1 - April 26
- J. Presidential Scholarship Reception - 6:00 pm - Ballrooms-MSU - April 27
- K. Retirement Reception for Dr. Jim Boyle - 10:00 – Eckhardt Hall Foyer – April 28
- L. Commencement Practice - 9:45 - May 5
- M. Commencement - 4:00; 7:00 - May 5
- N. Post Tenure Review Recommendations and Development Plans due to Provost - May 8
- O. Letters of Continuance for Third+ Year Faculty Due to Provost - May 8
- P. Hoggie Days - May 21-22
- Q. Deadline for Presidential Travel Support Requests - June 2
- R. Hoggie Days – June 4-5; June 11-12; July 9-10; July 23-24; August 6-7