

## ACADEMIC DEANS' COUNCIL MEETING

September 29, 2006

**Present:** Kay Clayton, Pam Trant, Mike Daniel, Robert Diersing, Allen Rasmussen, Jamie Laurenz, Dann Brown, Carolyn Green, Manuel Lujan, Alberto Olivares, Ronn Hy, Bill Heenan

### I. Announcements/Discussion/New Business

- A. Vice President Tom Jackson met with the council regarding the possibility of A&M-K having a custom designed doctoral gown. The council agreed to have the gown designed with an option to purchase by those receiving their doctoral degrees from our institution. Alberto Olivares agreed to purchase the first gown to be used for display.
- B. Dr. Jackson and JoElda Castillo-Alaniz explained the student service fees allocated for the 2006-2007 academic year.
- C. Dann Brown presented a proposal for an interdisciplinary degree. The council members were asked to review the proposal. This will be added to a future agenda.
- D. Manuel Lujan distributed updated enrollment figures for Fall 2006. He explained how TALISMA can assist with student recruitment.
- E. The implementation of new scholarship software was discussed. Implementation has been slow. The deadline for submitting scholarship information is fast approaching. The colleges are in the process of preparing information to be submitted to Mr. Lujan. Dr. Clayton expressed her desire to have as much participation as possible with this recruitment endeavor.
- F. The topic of the number of advanced hours currently required for a baccalaureate degree was discussed. Dr. Clayton asked the deans to discuss this topic among themselves and their chairs. The question is — Do we want to make a change to this requirement? If so, what do we want to change the requirement to? This topic will be added to a future agenda.
- G. Enrollment targets for the future were discussed.
- H. Dr. Clayton announced that a mid-year raise will be given in January. An average of three percent will be given with some latitude for equity. Specific guidelines will be forthcoming.
- I. Information was distributed regarding two legislative internship opportunities.
- J. Pam Trant distributed information regarding those employees who need to complete System and State required training.
- K. Dr. Clayton will sponsor a table at the upcoming Boys and Girls Club of Kingsville fundraising event. Six tickets are available. Dr. Ronn Hy and Dr. Alberto Olivares accepted four tickets, with two tickets still available.

**II. Reminders**

- A. Continue Processing Curriculum Changes to Reduce Programs to 120 Hours
- B. Service Component of T&P Guidelines
- C. Review "Continuation/Tenure Review Schedule" - Review for second year probationary faculty begins October 9 with final recommendations due to Provost November 27

**III. Old Business**

- A. Dr. Brown redistributed the Academic Advising Fee proposal. After some discussion the council agreed to support this new fee.

**IV. Reports**

- A. Dr. Brown thanked the deans, as well as their chairs and faculty, for their participation in the reporting of early grades. He will give a report at a future meeting regarding the impact of this new reporting activity.
- B. Bill Heenan reminded the deans that they are invited to participate in the upcoming BEST competition by setting up booth presentations. The competition is scheduled for October 28 in the SPEC.
- C. Jamie Laurenz reported on a number of topics.
  - 1. QEP proposals have been distributed by Dr. Duane Gardiner. Faculty are urged to participate.
  - 2. Dr. Laurenz is still accepting recommendations for appointments to the Academic Administrators Advisory Committee.
  - 3. Dr. Laurenz met recently with the Arts and Sciences chairs discussing assessment of the general education core courses. Assessment of the core is the General Education Committee's top priority.
- D. Approximately 35 students from A&M-K have registered for the Pathways Symposium.
- E. Allen Rasmussen announced that the College of Agriculture, Natural Resources and Human Sciences has finalized two scholarship - one from the Safari Club and the other from the Echols family.
- F. Mr. Lujan reported that he received \$6,000 from a lender for College-for-a-Day activities. The council members feel the maximum enrollment should be set at 45.

- G. Carolyn Green attended a meeting recently sponsored by the Greater San Antonio Chamber of Commerce consisting of Chief Information Officers from San Antonio businesses. After the meeting, a USAA spokesperson indicated they would like to work with the System Center by sponsoring internships.
- H. Dr. Clayton stated that Betti Tanner indicated to her that she would like to see College-for-a-Day institutionalized. Before this can happen, the activity needs to be assessed and data evaluated. We want to continue to focus on quality in this recruitment activity.

**V. Dates to Remember**

- A. Deadline for Curriculum Changes to University Curriculum Committee/Graduate Council - October 15
- B. Applications Due for Moreno/Rangel Legislative Leadership Program - October 16
- C. 2006 Assessment Institute in Indianapolis - The Westin Indianapolis - October 29-31
- D. Junior Faculty Workshop - Prairie View A&M - November 9-10
- E. TAMUS Pathways Student Research Symposium - Prairie View A&M - November 10-11
- F. Senior Days - November 14, 15 and 16.
- G. Recommendations for Second Year Probationary Faculty Due to Provost - November 27
- H. Commencement Practice - 9:45 am - December 15
- I. Honors Reception - 2:00 pm - December 15
- J. Commencement - 4:00 pm/7:00 pm - December 15, 2006
- K. Javelina Highlights - February 3, 2007.
- L. Deans/Chairs Workshop Rescheduled to February 21-23, 2007
- M. 2007 Institute for Emotional Intelligence - February 22-23, 2007