

ACADEMIC DEANS' COUNCIL MEETING

January 4, 2007

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

I. Announcements/Discussion/New Business

- A. A copy of the CBM Accountability and LBB Performance Measures report was circulated for review. Alan Tipton will send an electronic copy of the report to the council members.
- B. Dr. Clayton asked the deans to take note of the percent of their faculty who attend commencement ceremonies. The president has commented about this on several occasions, but we don't have a sense of how many faculty attend. Dr. Clayton asked the deans to monitor faculty participation and especially remind new faculty of this responsibility.
- C. Reapplication for graduation was discussed. The ADC and Dr. Clayton agreed that we would no longer have a reapplication fee, but that the original graduation fee would be assessed every time a candidate applies for graduation. This policy will begin with the Fall Semester 2007. Dr. Clayton asked that this information be announced on the graduation website, and that information be supplied to the *South Texan*. An e-mail will also be sent to all faculty, staff and students about this policy. (Note: Information sent to Rene Echavarri to be included on graduation website and notice to faculty, staff and students January 8, 2007. E-mail also sent to Dr. Manuel Flores for inclusion in the *South Texan*.)
- D. An ABD statement to be included in faculty position announcements was discussed. Applicants without a doctoral degree cannot be interviewed unless the advertisement includes a statement that ABDs will be considered.
- E. The JavJobs hiring software was discussed. Stuart Isdale joined the meeting to answer questions posed by council members. Pam Trant will meet with staff from HR to discuss initial hiring approval. The Faculty Position Request will no longer be forwarded but essential approval information will be provided to HR staff.
- F. A Common Reading Program was introduced by Dann Brown and discussed. The council agreed to consider the program after Dr. Brown and Dr. Clayton discuss it further.
- G. Dr. Brown brought an issue to the council regarding readvising students who fail developmental education courses. If a student fails a developmental education course, a hold will be put on a student's record until s/he is readvised.
- H. Pam Trant plans to meet with the deans' assistants to discuss ways in which course information might be completed in a timely manner and verified for accuracy.
- I. The deadline for submitting the Service Component of the T&P Guidelines was set for March 1, 2007.

II. Reports

- A. Dr. Brown reminded the council that academic advisers are invited to University College to review a software package, College Scheduler, at 2:00 on Friday, January 5, 2007.
- B. Dr. Daniel announced that the College of Education has hired a new faculty member to begin this semester.
- C. The new adviser for the College of Business Administration began her position on January 3, 2007.
- D. Faculty from the College of Agriculture, Natural Resources and Human Sciences will be visiting with government officials from Mexico on January 18 regarding tick disease transfer.

The process of selecting an Interim Dean for the College of Business Administration will begin next week, with a national search beginning this spring.

The search process for the Dean of the College of Agriculture, Natural Resources and Human Sciences is ongoing.

III. Dates to Remember

- A. General Faculty Meeting - 8:30 - BES 100 - January 9, 2007
- B. Residence Hall Move-in Day - January 13, 2007.
- C. Javelina Highlights - February 3, 2007.
- D. Deans/Chairs Workshop Rescheduled to February 21-23, 2007
- E. 2007 Institute for Emotional Intelligence - February 22-23, 2007
- F. Service Component of the T&P Guidelines - Deadline - March 1, 2007
- G. Board of Regents Meeting - A&M-K - March 21-23, 2007