

ACADEMIC DEANS' COUNCIL MEETING

January 18, 2007

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

I. Announcements/Discussion/New Business

- A. Ralph Stephens presented an update on FedEx Kinko's service to the campus and the availability of printing options.
- B. An article by Thomas Friedman regarding teacher recognition was discussed. It was suggested that Alumni Affairs might collaborate with a teacher recognition. Mike Daniel, Dann Brown, Allen Rasmussen and Manuel Lujan agreed to discuss possible options for teacher recognition and will bring ideas to the ADC.
- C. The approved 2007-2008 academic calendar was distributed. The deans were asked about Saturday graduations throughout the year. Concerns centered mostly around faculty participation. They believe however, that Saturday graduations would be good for families of the graduates. The President plans to visit with his senior faculty group on this topic. A change was requested and approved for finals for summer 2008. The morning finals will be on August 6 with the evening finals on August 7.
- D. The renovation of Rhode Hall was discussed with regard to the fall schedule for 2007. The deans will meet at 1:30 on Thursday, January 25 in the Arts and Sciences Conference Room to work on room assignments for fall.
- E. Dr. Clayton stressed the importance of attending the Professional Development Workshop for deans and chairs scheduled for February 21-23. This workshop coincides with the Assessment Workshop in College Station, which can be attended by faculty.
- F. A question was raised regarding the dates for the IEP budget presentations. Due dates for IEPs are included in the "Dates to Remember" section of these minutes. (The deadline for colleges and AVPs is February 16, but Dr. Clayton indicated she would accept the one from the College of Arts and Sciences late due to the work on the fall 2007 schedule.)

II. Reports

- A. An additional meeting to demonstrate the College Scheduler software is scheduled for Friday, January 19 at 3:00 in Eckhardt Hall 133.

Dr. Brown informed the council that a freshman honor society, Alpha Lambda Delta, is being reconstituted.
- B. Dr. Daniel gave an update on his interaction with JavJobs.

- C. Dr. Laurenz received a response from SACS on the university's second report. The QEP questions have been cleared. There are still two recommendations to be addressed, and they deal with the assessment of the core. Also the issue of student support service with regard to the library at the System Center needs to be addressed. The next report is due April 13, 2007. Dr. Laurenz plans to visit with Dr. Rudy Jackson regarding the recent report.

Dr. Laurenz is needing a list of courses that might be used for the CAPP exam this spring.

- D. Dr. Fields reported that Faculty Senate elections will take place in February.
- E. Dr. Olivares distributed a listing of the number of prospective master's and doctoral degrees to be given spring commencement 2007.
- F. Dr. Heenan reported a large enrollment in the engineering master's programs. Around 138 new international students attended the mid-year orientation, which is a record number.
- G. The College of Arts and Sciences is working on pre-test and post-test assessment for core courses.

Human Resources recently met with the Arts and Sciences department chairs to give a presentation on JavJobs.

- H. There appears to be problems with the wireless access codes in the MSU. Dr. Laurenz is looking to see what might be done to alleviate the problems.
- I. Dr. Rasmussen reported that there have been some recent personnel changes at Meyers and Associates.
- J. Dr. Green and the System Center-San Antonio are back in business after being closed for inclement weather.

III. Dates to Remember

- A. Academic Department/Support or Service Units IEPs to Deans/AVP/CAP - January 26, 2007
- B. Updated Programmatic Review due - February 2, 2007
- C. Javelina Highlights - February 3, 2007.
- D. Annual Self-Evaluation for 2006 due - February 9, 2007.
- E. College/AVP IEPs to Provost/VPs/CAP - February 16, 2007
- F. Continuation of First Year Probationary Faculty due to Provost - February 19
- G. Professional Development Workshop Rescheduled to February 21-23, 2007
- H. 2007 Institute for Emotional Intelligence - February 22-23, 2007
- I. Service Component of T&P Guidelines - Deadline - March 1, 2007
- J. Provost/VP IEPs to President/CAP - March 9, 2007
- K. Board of Regents Meeting - A&M-K - March 21-23, 2007