

REVISED
ACADEMIC DEANS' COUNCIL MEETING
February 8, 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. Luisa Havens reported on a problem with stored documents and records retention. The university is contemplating the purchase of an archival system. The council members were asked to review their records to see what they have stored and where. Questions regarding records retention should be discussed with Ms. Havens.
- B. Laura Knippers informed the council about the upcoming South Texas Career Expo on Friday, March 30 and the university's participation in this event.
- C. Dann Brown distributed information regarding proposed changes to the Honors Program. The council members were asked to review it, share it with faculty and get input from faculty. This item will be returned to the agenda in two weeks for further discussion. Dr. Brown will send the proposed changes along with the current Honors Program guidelines to the ADC members.
- D. College-for-a-Day was discussed. The council members felt this activity is rather expensive for the amount of returns gained. Dr. Clayton will communicate with Betti Tanner regarding this matter.
- E. Dr. Clayton presented a report on the recent Coordinating Board and Texas Chief Academic Officers meetings. Items discussed were:
 - 1. P-16 Councils
 - 2. Vertical Teams - alignment of high school/college curricula
 - 3. STAR recipients' presentations
- F. Also a report from the Board of Regents and the System Chief Academic Officers meetings was given. Items discussed were:
 - 1. ACP at the System Center and Kingsville
 - 2. Agenda Item submission
 - 3. Texascollegemoney.org - Mr. Lujan reported that A&M-K has the ability to offer the same service as this organization. Dr. Clayton suggested he give a presentation to the System Chief Academic Officers. Dr. Clayton will contact McGregor Stephens regarding this matter.
 - 4. Legislative update - Dr. Laurenz is A&M-K's liaison
 - 5. Tenure-Post Tenure Review presentation
 - 6. Centers/Institutes
 - 7. Justification for degree programs exceeding 120 hours

8. Visits by the Vice Chancellor for Academic and Students Affairs and staff from the Coordinating Board
 9. Doctoral reviews
 10. Waivers for core requirements
 11. Agenda Items approved by the BOR
 - a. Faculty Development Leave (Bodjanova/Hartwig)
 - b. MEd in Adult Education by distance learning (on-line degree program)
 - c. Naming of facility honoring Wayne King
 12. Graduate program reviews
- G. Dr. Clayton asked the council to consider awarding flat dollar amounts for promotion increases. It is felt that this would be fair to all recipients. Also to be considered is raising the salary floors for each rank. This discussion will be returned to the agenda at a future meeting.
- H. Awards programs for faculty and staff were discussed, especially those awards given for working with students.
- I. Dr. Clayton informed the council of the institutional priorities for Exceptional Items. The priorities are the Natural Toxins Research Center, Vet-Tech Program and the South Texas Environmental Institute.
- J. Incentives to develop on-line courses were discussed.
- K. The council was asked to consider beginning the promotion/tenure activity schedule two months earlier.
- L. Pam Trant informed the council that the institution must annually inform the System of field trip/study abroad fees.

II. Old Business

- A. Dr. Daniel presented recommendations regarding the Recognition of Teachers. The recommendations were accepted, and the activity will be processed through the College of Education.
- B. Dr. Hy reported that room assignments for the Fall 2007 Schedule are going well and should be to the Provost by the March 1 deadline.

- C. Dr. Clayton reported that Texas A&M has decided not to participate in the Timely Graduation Pilot. Since our institution is already addressing this issue, Dr. Clayton asked if there any objections to withdrawing from the pilot study; and there was not.

III. Reports

- A. Dr. Laurenz would like the deans to identify courses for participation in this spring's CAAP exam.
- B. Dr. Fields has been updating the Faculty Senate regarding System policies.
- C. Mr. Lujan will send a summary of the recent Javelina Highlights to council members.
- D. Dr. Hy reminded the council that Friday, February 9 is Viper Day. He also reported on a recent trip he and Dr. Pierce took to Washington, D.C., and their visits to several federal agencies.
- E. Dr. Diersing brought up an issue regarding the ethics course offered by the College of Business and its acceptance by the state accounting agency. Dr. Diersing and Dr. Clayton will visit with the President regarding this matter.
- F. Dr. Rasmussen reported on several awards received by faculty and students from the College of Agriculture, Natural Resources and Human Sciences at recent meetings.
- G. The System Center will be moving into the school annex building on Monday, February 12.

IV. Dates to Remember

- A. Annual Self-Evaluation for 2006 due - February 9
- B. Student Referendum (Student Center Complex and Athletics Fees - February 13
- C. College/AVP IEPs to Provost/VPs/CAP) - February 16
- D. Chancellor's Century Council Meeting - February 16
- E. Continuation of First Year Probationary Faculty due to Provost - February 19
- F. Professional Development Workshop Rescheduled to February 21-23
- G. 2007 Institute for Emotional Intelligence - February 22-23
- H. Service Component of T&P Guidelines - Deadline - March 1
- I. Provost/VP IEPs to President/CAP - March 9

- J. South Texas Career Expo - March 30
- K. Board of Regents Meeting - A&M-K - May 23-25