

ACADEMIC DEANS' COUNCIL MEETING

February 14, 2007

Present: Kay Clayton, Pam Trant, Mike Daniel, Robert Diersing, Bill Kuvlesky (representing ANRHS), Jamie Laurenz, LaRue Stephens (representing UC), Alberto Olivares, Trudy Anderson (representing AS), Bill Heenan, Manuel Lujan, Tom Fields, Carolyn Green

I. Announcements/Discussion/New Business

- A. Cathy Downs, Chair of the Writing Advisory Council, reported on the work of the Council. They are currently collecting syllabi on courses having a writing component from all colleges to assess the writing content. They have submitted a proposal to establish a writing program to Dr. Clayton. Dr. Clayton spoke with Dr. Roberson and Dr. Rios about the establishment of a writing program beginning in the fall of 2007.
- B. Betty Black distributed statistics regarding supplemental instruction. Some of the pros and cons of supplemental instructions were discussed. Statistics show that students enrolled in SI sections achieve better grades than those not enrolled in SI sessions. Dr. Clayton asked the deans to encourage nonparticipating departments to work with Ms. Black, especially in history and English. It was felt that if the departments saw the success rates of the students involved, they might understand the need for such supplemental instruction.
- C. The writing abilities of international students were discussed. Dr. Olivares distributed information on the required TOEFL scores at system institutions. It was also noted that the writing skills of domestic students are also felt to be lacking.

Dr. Olivares recommended that we increase the TOEFL score for being admitted to the university at the doctoral level to 600 and 550 at the master's level (for all colleges). The possibility of requiring a writing sample was also discussed. Dr. Olivares and Dr. Tom Fields (Faculty Senate) will work together with members of the Graduate Council and Faculty Senate to make recommendations regarding this matter. It was also suggested that the Learning Assistance Lab might receive additional support to assist students who are working on theses or dissertations. Mr. Lujan was asked to provide data to show how higher TOEFL score requirements might impact enrollment.

- D. Dr. Clayton sent information to Dr. Randy Stanko, Chair of the University Curriculum Committee (UCC), regarding justification of programs over 120 hours. When changes to degree requirements are submitted that require hours in excess of 120, the UCC needs to make sure that appropriate justification is submitted.

- E. Dr. Clayton spoke with the president regarding the possibility of raising the salary floors for the academic ranks, as well as flat raise increments for promotions. The president is considering both matters. He is in favor of the flat raise for promotions, but has not decided on raising the floors. He is leaning toward continuing to allow equity increases during annual raise considerations.

II. Reports

- A. Mr. Lujan reported that applications are up 42% from last year.
- B. Dr. Daniel explained the current recommendation from the General Education Committee regarding kinesiology courses. This sparked a discussion regarding kinesiology and computer literacy requirements in the core.
- C. Dr. Laurenz informed the council that courses are currently being identified to administer the CAAP. He will send a list of the proposed courses to the deans for their review.
- D. Dr. Fields will be attending the upcoming Council of Faculty Senate meeting and addressing the concern of shared governance at A&M-Kingsville.
- E. Dr. Olivares reported that Mr. Lujan met with the Graduate Council to discuss graduate enrollments and recruitment. Additionally, Dr. Olivares announced that Life Services and Wellness will begin administering the Graduate Record Exam (GRE) in the fall.
- F. The College of Arts and Sciences has voted on the Service Component of the faculty evaluation with ballots to be counted on Friday.
- G. Next week is "Engineering Week."
- H. The College of Agriculture, Natural Resources and Human Sciences is hosting a Wildlife Alliance for Youth next week which will include 150 high school students. Dr. Kuvlesky reported that Blinn College and Southwest Texas Junior College are ready to participate in joint enrollment agreements.

- I. The Interdivisional Working Group is looking at ways to better serve our students, as well as prospective students. Dr. Clayton has appointed a Student Success Task Force to present recommendations on ways we might improve services and campus operations.
- J. An additional Javelina Highlights is scheduled for April 21.
- K. Dr. Clayton has written to Mr. Isdale requesting that faculty searches be exempt from JavJobs.

III. Dates to Remember

- A. College/AVP IEPs to Provost/VPs/CAP - February 16
- B. Chancellor's Century Council Meeting - February 16
- C. Continuation of First Year Probationary Faculty due to Provost - February 19
- D. Professional Development Workshop Rescheduled to February 21-23
- E. 2007 Institute for Emotional Intelligence - February 22-23
- F. Service Component of T&P Guidelines - Deadline - March 1
- G. Provost/VP IEPs to President/CAP - March 9
- H. Promotion/Tenure Files to Provost - March 12, 2007
- I. South Texas Career Expo - March 30
- J. Javelina Highlights - April 21
- K. Post Tenure Review Recommendations to Provost - May 7, 2007
- L. Board of Regents Meeting - A&M-K - May 23-25