

ACADEMIC DEANS' COUNCIL MEETING

April 26, 2007

Present: Kay Clayton, Pam Trant, Richard Braley (representing Education), Robert Diersing, Allen Rasmussen, Jamie Laurenz, Dann Brown, Alberto Olivares, James Pierce (representing Arts and Sciences), Bill Heenan, Maria Ayala-Schueneman, Frank Sanchez (representing System Center), Manuel Lujan

I. Announcements/Discussion/New Business

- A. Proposed recommendations by the General Education Committee regarding revisions to the Core Curriculum were discussed. The members of the ADC will review the recommendations and deliberate their endorsement of these recommendations at their next meeting.
- B. Sandra Rexroat spoke to the council regarding federal "time and effort" reporting requirements. She asked the deans to make their faculty aware of the importance of accurate and timely reporting.
- C. James Pierce began a discussion regarding the possibility of the university adopting one plagiarism software so that the cost of the software can be reduced. He will provide Dr. Clayton with the exact cost of the software, and as this is a university-wide expenditure, Dr. Clayton will include the cost of the software in her budget recommendations.
- D. The President's Council has approved revising the requirements for university scholarships. Students will now be required to complete 30 hours over an academic year with a grade point average of at least 3.0. These changes are effective with the 2007-2008 academic year. The ADC members endorsed these revisions.
- E. Dr. Clayton asked the deans to have their academic advisers encourage students to complete all core requirements during their freshman and sophomore years or prior to beginning their advanced course work. Degree plans should also reflect the taking of core requirements during the first two years.
- F. Dr. Brown will be visiting with each dean regarding the updating of their 1201 courses. The common component of 1201 courses which deals with student success needs to be updated and standardized.
- G. Dr. Clayton reminded the ADC that changes to the core curriculum currently being considered will not go into effect until Fall 2008.
- H. Staff members at the System have indicated they may have less involvement in the development of degree plans. Proposals will need to be complete and in the correct format before submitting to the System. Dr. Clayton suggested that Verna Dewees might be invited to campus to present a workshop on degree proposal development.

I. The following handouts were distributed:

1. *E-Academe* The AAUP Online (Annual Salary Survey)
2. Know Copyright from Wrong
3. Academic Leader (SLO)

II. Old Business

- A. Each dean gave an update on where their college stands regarding the development of the service component of the promotion and tenure guidelines.
1. AgNRHS - complete
 2. A&S - complete
 3. BA - no conclusion yet
 4. ED - voted and ready to send to the Provost
 5. EN - complete
- B. Dr. Laurenz, Dr. Daniel and Dr. Hy are gathering information to be considered for a “teaching” track and considering how to measure the criteria for the track. There are faculty interested in participating in a “teaching” track.
- C. Each dean gave an update on his respective college faculty members acceptance of the proposal to change the required number of hours for upper division course requirement from 45 to 36. The deans approved this change in university requirements. Some colleges may consider a higher requirement for their college or for individual degree plans if they choose.
- D. A discussion was held regarding whether or not to keep the current communications requirement - those above and beyond core curriculum requirements. The deans were asked to solicit input from their faculty. Jamie Laurenz will meet with the Faculty Senate about this item as well. A discussion of this topic will be held at a future ADC meeting.

III. Reports

- A. Dr. Brown expressed his concern of getting current students registered for Fall 2007. Mr. Lujan updated the council on ways enrollment management is contacting students and encouraging them to register.
- B. Dr. Laurenz reported that Congressman Hinojosa’s office has contacted Distance

Learning regarding the possibility of our participation in a distance learning initiative. A new Federal Initiative was submitted to the Congressman on Thursday, April 26.

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- C. The House Hearing regarding the bill to allow the development of a College of Engineering at A&M-CC will be held on Monday, April 30 at 8 a.m.
- D. Dr. Rasmussen announced that approximately 600 individuals participated in the CYC fajita fundraiser. Also 210 child care providers attended activities involved with the "Week of the Young Child" which included presentations by nationally recognized speakers. Approximately 120 children and 100 volunteers participated in the Play Day at the CYC. A proposal is being developed in regard to the fever tick eradication program.
- E. Dr. Ayala-Schueneman reported that a new Faculty Senate has been elected and are ready for the 2007-2008 academic year. The Faculty Senate Executive Committee will meet during the summer, and they will schedule meetings next year with the President and the Provost.
- F. Dr. Pierce announced the recipients of three A&S awards
 - 1. A&S Teaching Award - Dr. Roger Tuller
 - 2. Hall Award - Dr. Shannon Baker
 - 3. Kruse Award - Dr. Rafael Perez-Ballestero
- G. There was some discussion regarding the policy of students being charged for emergency loans when the university is responsible for the delay in disbursing funds. This topic will be discussed at the next Interdivisional Working Group meeting.
- H. Dr. Braley indicated faculty are having difficulties in viewing webcasts. The origin of the problem is unknown. Dr. Laurenz will try to determine the exact cause of the problems.
- I. Mr. Sanchez reported that staff at the System Center are telephoning students and encouraging them to complete their application files and register for the fall semester.

IV. Dates to Remember

- A. Reception for VPSA Candidate Dr. Carol Binzer - 4:00 Today - Founders' Room
- B. Lectureship Series featuring LTG (Retired) Ricardo Sanchez - Lecture - 7:00 - May 1 - Jones Auditorium
- C. Third+ Years Probationary Faculty Continuation/Non-continuation Letters Due to Provost - May 7, 2007
- D. Post Tenure Review Recommendations to Provost - May 7, 2007
- E. Commencement Practice - 9:45 - May 11, 2007
- F. Honors Reception - 2:00 - May 11, 2007

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- G. Commencement; 4:00 - 7:00 - May 11, 2007
- H. Board of Regents Meeting - A&M-K - May 24-25, 2007
- I. Achieving Excellence: The Richland College Experience - Webcast - 10 am-3 pm - June 6