

ACADEMIC DEANS' COUNCIL MEETING

June 21, 2007

Present: Kay Clayton, Pam Trant, Mike Daniel, Robert Diersing, Allen Rasmussen, Jamie Laurenz, Alberto Olivares, Ronn Hy, Bill Heenan, Maria Ayala-Schueneman, Manuel Lujan, Jane Stanford, Carolyn Green

I. Announcements/Discussion/New Business

- A. Information regarding Texas Campus Compact 2007-2008 was distributed. The information will be shared with the new Vice President for Student Affairs before a decision is made whether or not to participate.

- B. Dr. Diersing reported on discussions held at a recent System Chief Information Officers meeting:
 - 1) The current System telephone use policy will probably be revisited in the near future. Administrators should review their monthly reports to ensure proper usage of the phone system.

 - 2) A statement regarding the reporting of breaches in security will probably be regarding security breaches. It was also suggested that identifying information not be included in reports, communiques, etc., unless it is necessary.

It was noted that the Javelina Express cards will be reissued in the fall to replace social security numbers with university K numbers.

- C. Advising holds were discussed. It was suggested that Luisa Havens attend the next meeting to advise the council on three topics:
 - 1) At present, when a student changes his/her major, there is not an automatic change of the degree sought listed on the transcript. How can this be resolved?

 - 2) How are advising holds released when a student changes from one major to another? What can we do to assist students with this?

 - 3) How do students go about changing their major? Can this be done electronically? If so, by whom? --- by the student? by the adviser?

- D. Dr. Olivares distributed information regarding the Coordinating Board's Doctoral Incentive Loan Repayment Program. Dr. Olivares will make sure doctoral students will be informed of the availability of this program.

- E. The issuing of raises, notification of raise recommendations, raises for part-time faculty, etc. were discussed. Dr. Clayton reminded the Council that in order to receive a merit raise, an individual must have an annual evaluation on file. Dr. Clayton asked the deans to consider whether or not they want to give merit raises to part-time faculty. There is no money for this in the current raise pool. Any raises will have to come from their college monies — unallocated faculty salaries, faculty salary savings, etc.
- F. It was suggested by the System attorney that it might be useful to develop a list of tasks required of faculty. This would be helpful when trying to consider “reasonable accommodations” when necessary. Dr. Clayton asked that the Faculty Senate Executive Committee assist with this and bring their thoughts and recommendations to the Academic Deans Council.

II. Reports

- A. Dr. Green reported that the System Center is continuing to get the buildings ready for the fall.

Also, they have completed the search for a lecturer in CIS.

- B. Dr. Laurenz is continuing to work with pre- and post-test data for the core courses. Dr. Baker is working to revise the SLOs. They will meet with department chairs over the next few weeks on the SLOs for general education courses.

Dr. Laurenz will be meeting with deans regarding research at the university level. Concerns have been expressed about compliance issues relating to time/effort, new certification statements, etc.

- C. Dr. Diersing said that enrollment trends are being shown on the OIR webpage. Data shows enrollment up 180 students (potential registrants) for the fall semester compared to this time last year.
- D. There will be two commencement ceremonies in August. We have approximately 450 candidates for graduation.
- E. Dr. Hy would like to be informed if anyone experiences problems with closed classes so that students can be accommodated.
- F. The pass rate on the recent FE exam was 86%.