

ACADEMIC DEANS' COUNCIL MEETING

June 28, 2007

Present: Kay Clayton, Pam Trant, Mike Daniel, Robert Diersing, Allen Rasmussen, Jamie Laurenz, Greg Moehring (representing Graduate Studies), Ronn Hy, Bill Heenan, Maria Ayala-Schueneman, Jane Stanford, Carolyn Green, Dann Brown

I. Announcements/Discussion/New Business

- A. Proposed amendments to Coordinating Board rules were distributed and discussed.

The proposed amendment to Chapter 5 was minor. A bullet was added in reviewing a request for preliminary authority to add a doctoral program — “where appropriate, a demonstration of plans for external accreditation, licensing, or other applicable professional recognition of the program.”

Proposed amendments to Chapter 4 dealt with Study Abroad courses. The CB proposed an amendment that would allow for out-of-country courses without approval of the Commissioner; however, it is a state law that the courses be approved by the Coordinating Board so this proposal will not be approved. There is a provision that if more than 50% of a course is offered in-country, you may offer the remaining portion out-of-country without prior approval.

Students need to register for out-of-country courses through International Programs. Deadline for registration should be included on the forms to be submitted through International Programs.

- B. It was suggested that a day be set aside each semester as “Assessment Day.” All university assessment activities would be taken care of on this particular day. The Council felt it is not feasible to conduct all assessments on one day. Assessments were done last year over a two-three week period.
- C. Dr. Clayton will ask Gettie Moreno to come to the next meeting to give an overview of the FY08 budget. She pointed out that RDF funds will be distributed differently this coming year. There will be less RDF funds for the colleges this coming year as monies will be allocated to the Library, NTRC, etc. for research support.

II. Old Business

- A. Dr. Clayton asked that each dean report on whether or not they have monies to provide raises for part-time faculty.
- 1) Education reported it will cost them quite a bit of money, approximately \$25,000, but they will do what they can.
 - 2) Agriculture, Natural Resources and Human Sciences has money available.
 - 3) Engineering has money available.
 - 4) Business Administration has no part-time faculty.
 - 5) Arts and Sciences said it is hard for them to tell, but will do what they can.
 - 6) System Center has money available.
 - 7) University College has money available.

The deans agreed to give at least 3% raises to part-time faculty. The same is true for part-time staff.

- B. A Position Description (PD) for faculty will be discussed later after consideration by the Faculty Senate Executive Committee in July.

III. Topics for Future Meetings

- A. Advising Holds - Luisa Havens
- B. Campus Master Calendar - Jill Scoggins

IV. Reports

- A. A new parking lot for the System Center will be complete in mid-September. Dr. Green is busy hiring faculty and staff for the fall semester.
- B. Dr. Brown reported approximately 50 students are registered for the upcoming Hoggie Days; 85 are registered for the following week.
- C. The Faculty Senate Executive Committee met recently and will submit a resolution during their July meeting that will urge faculty to participate in the annual evaluation process. This should be included in the professional and service section of the faculty evaluation. This is part of a faculty member's responsibilities.

Faculty Senate Goals for 2007-2008 are:

- 1) communication
- 2) updating of the Faculty Handbook
- 3) faculty issues - salaries, office hours, teaching loads, professional development, etc.
- 4) administrative support

It was suggested that a revision of the Post-Tenure Review Policy be added to the goals. Dr. Clayton commended the Senate on the proposed goals and strategies.

- D. Four faculty/administrators are attending an accreditation seminar and conference in regard to the college's ACBSP reaccreditation.
- E. Dr. Hy reported that A&M-Kingsville now has the largest music program of the System schools. There are 240 majors in the program.

Rhode Hall will be renovated this coming year. The old gym will be renovated to accommodate a new band hall.

- F. A task force has been established to promote our College of Engineering in a positive way.

- G. A new wildlife sciences book has been published commemorating the 24th anniversary of the CKWRI.
- H. Dr. Laurenz announced that there are grant opportunities for undergraduate research through MBRS and NSF.

The Institutional Care and Use Committee needs a new chair. Dr. Glenn Perrigo has served in this capacity for some time and would like to be replaced. Proposals need to be reviewed thoroughly.

It was suggested that members of the University Research Committee be faculty that are indeed interested in research. It was suggested that the university join the national organization that promotes undergraduate research.

- I. The Dean of the College of Education's office will be Poteet 207. They plan to move to this new location around August 1.
- J. Dr. Diersing reported that we are presently 225 ahead of last year's fall (same date) enrollment. San Antonio is ahead by 20.

Summer Session II enrollment is up 265 compared to same date last year, with San Antonio up by 68.

V. Dates/Deadlines to Remember

- A. Commencement Practice - 9:45 - August 10
- B. Academic Reception - 1:00 - August 10
- C. Commencement - 3:00/6:00 - August 10
- D. Fall Convocation - 8:00 Refreshments; 8:30 Meeting - August 20 - Jones Auditorium
- E. Freshman Convocation - 1:00 - August 29