

## 110107 Academic Dean's Council Minutes

Present: Castillo, Standish, Luhan, Alvarez, Moreno, City Manager Carlos Yerena, Olivres, Hy, Brown, Daniel, Diersing, Ayala-Schueneman, Laurenz, Stanford, Kuvlesky, Fields

### I Announcements/Discussions/New Business

- A. Oscar Castillo and David Standish demonstrated on-line computer modules for Laboratory Safety Training. Discussion centered on how best to implement use of training modules so all students can complete training prior to beginning lab work. Hy and Brown will work with Oscar to be sure appropriate training and scheduling of training is implemented for students so lab participation can begin at the beginning of a semester.

Key Procedures were re-presented. Wording concerning responsibility for lost key and lost key costs was modified. The concerns remain regarding policy. Specific concerns were expressed regarding the unit to be charged for lost keys—individual or department. University still has major difficulty maintaining correct lists of which individuals have which keys.

- B. Manuel Luhan reported university has approximately 800 individuals with 100 semester credit hours but who are not now enrolled in classes. Efforts are being made to contact these individuals to try to bring them back to complete degrees.
- C. Toni Alvarez presented Student Death Protocol; ADC commended these efforts and supported policy.
- D. Gettie Moreno distributed new fee and fee change forms and emphasized calendar deadlines for changes. Some changes require student input prior to submitting request for increases or change. Concerns were articulated regarding some current costs charged to parents during Hoggie Days. What does this money go for and who has access to the money?
- E. City Manager Carlos Yerena described efforts by Kingsville to destroy condemned buildings, approximately 112 building have already been torn down. Efforts continue. Mr. Yerena requested university help in identifying areas of concern.
- F. Dean Olivares reported on possibilities for university scholars to have ETS experiences, materials were distributed. Olivares also updated ADC regarding Pathways and our university's participation in this event. TAMUK presently has the second largest number of participants. We are well represented.

## II. Old Business

- A. Materials distributed indicating policies for Timely Completion of Developmental Education Requirements. Students failing to complete these requirements within deadlines will be placed on scholastic probation or enforced withdrawal.
- B. Criminal Background Checks-current university materials were distributed regarding checks. During a discussion between Fields and Isdale regarding the university's attempts to collect information regarding background of potential employees, Isdale stated a concern, based on requests for information and surveys, suggesting criminal background checks will be mandated for all new employees in all public institutions soon. Materials containing typographical errors were noted and given to HR for correction.
- C. Position Description-no new information, Faculty Senate President Ayala-Schueneman reported Faculty Handbook Committee is working on many revisions.
- D. No report
- E. No new information
- F. Dean HY reported faculty is voicing reservations regarding changes in the Tenure/Promotion Calendar. Faculty fear changes may prevent information specifically related to promotion/tenure decisions being unavailable for inclusion. Discussion centered on the fact that information might be unavailable at any time.

## III. Reports

- A. Diersing-data showing student enrollment in programs across a time span. Many/Most programs do not show any large or regular increases in students. He plans to re-constitute Technology Committee were indicated.
- B. Hy reported the Faculty Salary Study Task Force has begun its work. The CUPA database will be purchased and used so salary comparisons may be completed. Hy anticipates an early recommendation by the Task Force.