

**ACADEMIC DEANS COUNCIL
MEETING MINUTES
September 4, 2008**

Attending: Ronn Hy, Pam Trant, Dann Brown, Tom Fields, Sonny Davis, Robert Diersing, Kuruvilla John, Carol Tipton, Duane Gardiner, Allen Rasmussen, Toni Alvarez (representing Dean of Students), Glenna Cannon (representing Education), Jane Stanford, Bruce Schueneman

I. New Business

- A) Dann Brown presided in Dr. Hy's absence. Dr. Fields distributed a flyer regarding the deadlines for applying for candidacy (graduation). He also distributed a listing showing the number of prospective candidates for each degree in December.
- B) It was suggested that the members view edtech.com for a sample format for hybrid courses.
- C) A draft of University Rule 12.99.99.K1, Faculty Participation in the Selection of Deans was distributed. Comments are to be submitted to Dr. Hy by Friday morning, September 5.
- D) Questions to be submitted for consideration by the System regarding the Chancellor's Teaching Excellence Awards were discussed. The Council agreed to submit five questions --- see attached.
- E) A proposal was distributed regarding revisions to the guidelines for low enrolled courses. This item will be considered at a later meeting.
- F) Work-Study allocations were discussed. The ADC members were concerned that they had not been informed of changes made with regard to work-study allocations. Dr. Brown asked that the members bring a list of their concerns to the next ADC meeting.
- G) Dr. Tipton asked for the Council's support in the continuation of tenure status for professional librarians. The Council was not aware of any change to the policy regarding tenure for professional librarians, and they fully support the current policy.
- H) A question rose concerning the voluntary attendance of visiting faculty in the Faculty Investment Program. Dr. Jackie Thomas will be invited to the next ADC meeting to discuss this topic.
- I) The Dean of Students Office is hosting the State Employees Charitable Campaign this year. The kick-off luncheon will be held September 17 at noon.
- J) The Library is planning an Open House for September 17 from 2-4 pm.

II. Dates and Deadlines

- A) “Census Date” for Classroom and Lab Use Information – Fall 2008 – September 8
- B) Freshman Night Out @ Colleges - September 11
- C) General Faculty Meeting – 3:00 pm - September 11, Peacock Auditorium (BES 100)
- D) Alpha Lambda Delta Freshman Honor Society Initiation – 6:30 pm – September 18
- E) Lambda Sigma Sophomore Honor Society Initiation (New Chapter Initiation and National Representative on Campus) – 6:30 pm – September 23
- F) Donor/Scholar Dinner – November 6
- G) Presidential Travel Support Requests to Provost – November 7
- H) Pathways Student Research Symposium – Texas A&M University-Commerce – November 7-8
- I) Summer and Fall Schedules Due to Provost – December 1
- J) Arts and Sciences/Education - Professional Development Category of T&P due - December 12