

**ACADEMIC DEANS COUNCIL
MEETING MINUTES
March 5, 2009**

Attending: Ronn Hy, Dann Brown, Sonny Davis, Tom Fields, Duane Gardiner, Pam Trant, Rick Aukerman, Toni Alvarez (representing Student Affairs), Allen Rasmussen, Marilyn Bartlett, Kuruvilla John, Carol Tipton, Nancy KingSanders

I. Announcements/Discussion/New Business

- A) Research Development Fund (RDF) allocations were distributed and discussed. They are to be used for research related activities --- start-up funds; seed money, etc. A final report regarding the expenditures of these funds will be required at the end of the fiscal year. These funds will not roll to FY10. The council requested that Sandra Garcia be invited to attend the next meeting regarding required information in proposals. Dr. Rasmussen volunteered to develop a proposal to revise the distribution of indirect funds.
- B) The council approved the draft process for the reallocation of faculty positions.
- C) The council agreed that a student can take a maximum of 12 SCH during the summer in whichever semester(s) he/she chooses.
- D) The deans were asked to send a memo to the Provost indicating the names and outcome of those individuals who underwent the third-year probationary tenure review. It should be submitted at the same time as the tenure files are due to the Provost.
- E) The council approved the *Guidelines for Low Enrolled Classes*. Dr. Hy will forward the recommended guidelines to the Faculty Senate Executive Committee for review by the Senate. It was suggested that an additional statement be added in the future that makes someone responsible for notifying students that a course has been cancelled.
- F) Dr. Davis and Dr. Bartlett reported on the Professional Teacher Track Report. The committee that developed the report recommends – “With the exception of one individual, committee members determined that a non-tenurable Professional Teacher Track is not currently desirable for Texas A&M University-Kingsville at this time. Therefore, the committee recommends that the university not institute a non-tenurable Professional Teacher Track.”
- G) Dr. Davis reviewed the proposed summer final schedule with the council. After some discussion, Dr. Hy asked Dr. Davis to revise the schedule and bring it back to the council for consideration. An expressed concern was that July 3 was approved as a university holiday and that the summer calendar was approved which includes July 3 as a class day. Dr. Hy will visit with the president regarding this conflict.
- H) Dr. Davis expressed concern regarding the “roll-over” of courses from one semester to the next. Pam will visit with Norma regarding this concern.

- I) Dr. Gardiner gave an update on the Academic Plan Workshop and distributed an updated list of committee assignments. He also distributed information regarding the status of the WebCT/Blackboard transition.
- J) Dr. Brown brought several topics to the table:
 - 1. Presidential Scholarship Orientation
 - 2. Designing Texas Undergraduate Education in the 21st Century
 - 3. A Policy Proposal for Timely Completion of Developmental Education Requirements. This proposal was accepted by the Academic Deans Council and will be forwarded to the President's Council for their consideration and approval.
- K) Toni Alvarez reminded the deans of the SGA Deans' Forum to be held April 7 from 5:30-7:30 in the MSU.
- L) The deans expressed their desire to have the linear Academic Calendar as well as the monthly calendar presented on the web.

II. Dates and Deadlines

- A) All-Day Workshop for Academic Plan – March 10 – Founders' Room – 8:30 am
- B) Promotion/Tenure Files due to Provost – March 16
- C) **SGA Deans' Forum – April 7 – 5:30-7:30 pm – MSU**
Questions -- contact Rian Scarborough (361) 459-9738 or
rianscarborough@yahoo.com
- D) Recommendations for 3rd-5th Year Probationary Faculty Continuation or Non-Reappointment due to Provost – May 4
- E) Post-Tenure Review Report and Development Plan due to Provost – May 4
- F) Commencement Practice – May 15 – 3:00 pm
- G) Honors Reception – May 16 – 9:00 am
- H) Commencements – May 16 – 11:00 am; 2:30pm