

ACADEMIC DEANS' COUNCIL
February 5, 2004

Attending: Pam Trant, Robert Diersing, Frank Ureno, Indra Reddy, Ronn Hy, Alberto Olivares, Dean Ferguson, Mike Daniel, Ron Rosati, Gladys Hines, Dalton Bigbee, Bill Heenan, Kay Clayton, Joni Rhyne (representing System Center).

I. Announcements/Discussion/New Business

- A. The issuing of mid-term grades was discussed. Maggie Williams attended the meeting and addressed this problem. Grades cannot be issued until grades for all classes have been received. The deans were asked to assist in counseling faculty to give assignments before mid-term and to submit the mid-term grade. This is a retention effort. It was also agreed to send the mid-term grades, as well as final grades, to students' home addresses.
- B. Dr. Clayton and others expressed concern about the lack of graded assignments before mid-term. Students, especially freshmen, are used to receiving frequent feedback and need that feedback so they know where they stand regarding their grade. The deans were asked to visit with their chairs who would then counsel faculty about giving graded feedback to freshmen and sophomore students.
- C. Dr. Clayton asked that the deans make sure they are receiving syllabi for all classes. Someone in the dean's office needs to be tracking receipt of this information.
- D. Dr. Bigbee gave a SACS update. The main focus at this time is the visit by the SACS team to the System Center on February 16-18. The deans were asked to review the faculty database that is being developed. They need to verify that the information in the database is correct and/or make changes where appropriate. Corrections need to be submitted to Dr. Bigbee by February 13. Should the deans have a recommendation that would make updating the database easier and quicker, they are encouraged to contact Dr. Bigbee.
- E. Dr. Hy announced that the American Democracy Project at A&M-Kingsville now has a website. Students have organized a voter registration drive, and Dr. Braverman is looking into making the *New York Times* accessible to students. There will be a student code of ethics/honors code workshop in the near future.

- F. Foreign Travel, especially to Mexico, was discussed. Dr. Clayton will visit with President Juarez to see what type of approval documentation he would like to see before faculty travel to Mexico. A question also arose regarding the use of state monies when traveling to Mexico. Ms. Trant will get clarification from Mr. Crandall regarding state guidelines.

II. Old Business

- A. The issuing of two degrees of the same type was discussed. The final wording for the catalog was approved.

“A Second Bachelor’s Degree

Two degrees of the same type (B.B.A., B.A., B.S., etc.) will not be awarded concurrently from the same college (at the same graduation). A single degree with a double major will be awarded.

A student who has already been awarded a bachelor’s degree from Texas A&M University-Kingsville or another institution cannot be awarded a second bachelor’s degree until the candidate has accumulated at least 24 additional hours at this university. The applicant for a second bachelor’s degree must complete all the specific course requirements of the second degree and meet the required grade point average.”

This policy change will go into effect Fall 2004 and will not affect a student’s current degree plan.

III. Reports/Announcements from Council Members

- A. Dr. Rosati reminded the council that the South Texas Celebrity Weekend will be held February 6-8. This is a fundraiser for the hospital and CKWRI.

Interviews are still taking place regarding the position of Dean of the College of Education.

- B. Dr. Ferguson asked the question, “Why do we require faculty to turn in graduating senior grades so early?” He will invite Maggie Williams to the next Faculty Senate meeting.

- C. Tomorrow, February 6, has been designated as "Viper Day." Also, on February 24-25 visitors from system schools associated with the Ph.D. in Hispanic Studies will be on campus.
- D. A FERPA Workshop will be held March 1 from 1:30-3:30 for administrators. Mr. Ureno will distribute further information through e-mail.

The current spring enrollment is 6545 compared to 6356 last year.

- E. Dr. Diersing asked Dr. Ferguson to see when the deans might receive the printed summaries of last fall's Student Rating of Instructions.
- F. The Thesis 5306 course was discussed. Dr. Olivares reviewed the intent of Thesis 5306A and B with the council. After some discussion, Dr. Olivares was asked to send curriculum proposals through the Graduate Council regarding this matter.

Also discussed was admission to graduate school before a bachelor's degree has been conferred. Dr. Olivares will work with Mr. Ureno regarding this matter. The current policy needs to be updated, and we will revisit this policy when updated.

IV. Dates and Deadlines

- A. Recommendations for continuation/non-reappointment of first year tenure-track faculty due to Provost - February 9
- B. Deans and AVP Self-Evaluation due to Provost - February 15
- C. SACS Review of System Center-San Antonio - February 16-18
- D. San Antonio Transfer Day - February 25
- E. FERPA Workshop - March 1
- F. Coastal Bend College Transfer Day - March 3
- G. Zanadu Presentation - Book Packs - Academic Council Meeting - March 4
- H. Deadline for Faculty Awards to be Printed in Commencement Program - March 15
- I. Customer Service Workshops - March 18
- J. Reception for Dr. Indra Reddy - Founders' Room - 4:00-6:00 p.m. - April 6
- K. South Texas Community College Transfer Day - April 14
- L. Freshman Convocation - 2:00 p.m.; Practice - 10:00 a.m. - September 15

V. Adjourn