

ACADEMIC DEANS' COUNCIL MEETING
February 12, 2004

Attending: Pam Trant, Robert Diersing, Frank Ureno, Alberto Olivares, Dean Ferguson, Ron Rosati, Gladys Hines, Dalton Bigbee, Bill Heenan, Kay Clayton, James Pierce (representing Arts and Sciences), Gary Low (representing Education).

I. Announcements/Discussion/New Business

- A. A discussion was held regarding 1201 courses. All courses are taught for two contact hours per week. They are counted as three hours load credit. The schedule presented as an example may have an input error so Pam will check on it.
- B. Approved 2003-2004 Faculty Senate Resolutions were distributed. Dr. Clayton asked Dean Ferguson to revise the justification for 10.07.03.08 to read that the proposal was approved to change the designation of College I to University College was approved by the Board of Regents and the Texas Higher Education Coordinating Board.
- C. The Chamber of Commerce Centennial Banquet will be held February 27. The cost for a table of eight is \$200. Dr. Clayton is purchasing a table, as is the President. Dr. Clayton encouraged the council members to also purchase tables.

II. Old Business

- A. Travel to Mexico and Canada using state monies was discussed. A clarification was given by Gettie Moreno indicating that state monies can be used.

III. Reports/Announcements from Council Members

- A. Dr. Bigbee gave an update regarding SACS. The visitation team to evaluate the System Center will be in San Antonio beginning Sunday, February 15. They have already requested assessment information.
- B. Dr. Rosati announced that the third and last candidate for the position of Dean, College of Education, will meet with the council on Friday, February 13.
- C. Dr. Pierce said approximately 400 high school students attended Viper Day. Dr. Clayton said she had heard good reports from the community regarding Viper Day activities and asked that Dr. Pierce extend her compliments to Dr. John Perez.

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- D. Dr. Diersing is writing a program that will summarize the Student Rating of Instruction for the Fall Semester 2003.
- E. Dr. Olivares distributed a listing of prospective degrees to be awarded at the Spring 2004 commencement. Approximately 700 students have filed applications to graduate in May.
- F. Mr. Ureno distributed an enrollment report. Mr. Ureno and Stan Yuraitis will meet to discuss the possibility of reformatting the report to include information previously requested by the deans.
- G. Pam Trant suggested that the graduation ceremonies for Spring 2004 be split as follows and the council agreed.

4:00 ceremony College of Agriculture and Human Sciences

College of Arts and Sciences

College of Business Administration

7:00 ceremony College of Education

College of Engineering

- H. Form 500s for faculty who will receive President's Excellence Awards must be processed through Payroll by March 15. Form 500s need to be submitted to the Provost by March 1.

IV. Dates and Deadlines

- A. Deans and AVP Self-Evaluation due to Provost - February 13
- B. Faculty Database Information due to Dr. Bigbee - February 13
- C. SACS Review of System Center-San Antonio - February 16-18
- D. King Ranch Institute for Ranch Management Press Conference - Founders' Room - 2:00 p.m. - February 26
- E. San Antonio Transfer Day - February 25
- F. Chamber of Commerce Centennial Banquet - 6:30 - SUB Ballroom - February 27
- G. FERPA Workshop - March 1
- H. College-for-a-Day (Gear-Up program) - March 1
- I. Form 500s for Faculty Receiving President's Excellence Awards due to Provost - March 1
- J. Coastal Bend College Transfer Day - March 3
- K. Zanadu Presentation - Book Packs - Academic Council Meeting - March 4

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- L. Deadline for Faculty Awards to be Printed in Commencement Program - March 15
- M. Customer Service Workshops - March 18
- N. Reception for Dr. Indra Reddy - Founders' Room - 4:00-6:00 p.m. - April 6
- O. Helping Department Chairs Succeed Audio Conference - Provost's Conference Room - 11:30 a.m. (Lunch provided) - April 7
- P. South Texas Community College Transfer Day - April 14
- Q. Freshman Convocation - 2:00 p.m.; Practice - 10:00 a.m. - September 15

V. Adjourn