

ACADEMIC DEANS' COUNCIL MEETING
April 1, 2004

Attending: Kay Clayton, Alberto Olivares, Dalton Bigbee, Ron Rosati, Ronn Hy, Gladys Hines, Bill Heenan, Dean Ferguson, Robert Diersing, Mike Daniel, Frank Ureno, Indra Reddy, Pam Trant

I. Announcements/Discussion/New Business

- A. Dr. Jackie Thomas reported on the recently attended IDEA conference. When compared to other larger institutions, we are offering some good, positive and unique opportunities for our faculty.
- B. Steve Crandall joined the meeting to brief the council on the Tuition Revenue Bond/Exceptional Item Request forms. The completed forms should be sent electronically to Mr. Crandall by April 15.
- C. Dr. Clayton recently receive a Space Utilization report from the Coordinating Board. Our ranking has risen, but she reminded the council that they still need to be diligent in assigning classes to classrooms and laboratories.
- D. Dr. Clayton briefed the council on the recent chief academic officers meeting and the board of regents meeting.

Topics discussed included:

- 1. Regents Professor Service Award
 - 2. Repeating a course for the third time
 - 3. Degree programs potentially being submitted to the Coordinating Board
 - 4. Accountability in higher education and ACT presentation
 - 5. Regents' initiative funding
 - 6. NSF workshop
 - 7. NASA workshop
 - 8. SREB electronic campus
 - 9. Approval of the Fall 2005 admission policy
 - 10. Fee increases approved
 - 11. Program approvals for the System
 - 12. Pathway to graduate study presentation
- E. The composition of the University Promotion Committee was discussed. Dr. Clayton asked that the Faculty Senate review the composition especially in terms of the divisions in arts and sciences.
 - F. The format for a curriculum vitae was discussed

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- G. Information was distributed regarding tuition rate for nonresident/foreign students 2004-2005

II. Old Business

- A. Dr. Clayton asked the council to give her feedback regarding the possibility of changing our current drop policy. It was determined that for the spring semester 2005, the final drop date will be one week earlier than currently scheduled.

III. Reports/Announcements from Council Members

- A. Dr. Bigbee reminded the council that research proposals are due to the Office of Research and Sponsored Programs at least 5 days before they have to leave our campus. Dr. Clayton wants the deans to monitor this requirement and ensure that proposals are read and properly approved before being forwarded to a funding agency.
- B. Dr. Hy announced that the Rio Bravo Conference is being held on campus under the direction of Dr. Cecilia Rhoades. Dr. Ray Keck, President of Texas A&M International will be the luncheon speaker on Friday.
- C. Dr. Heenan recently attended the Engineering Deans Institute in New Orleans.
- D. Mr. Ureno invited the council to attend the upcoming FERPA workshop on April 15. The 10:30 session is tailored for VPs and deans. (All Vps and deans are expected to attend.)

A proposal for additional scholarships has been submitted and funded for \$75,000 from STARS. This will increase new monies to \$150,000 to fund scholarships for continuing students.

A recent recruiting trip to Mexico by Dr. Massa, Dr. Ortego-Santos, Albert Salinas and Tony Hinojosa has garnered 2,000 names of possible recruits. Thirty requests for information attributed to this recruiting trip have been received.

- E. Dr. Dean Ferguson has completed the distribution of the SRIs to the departments. The SRIs will be administered beginning April 12. Completed envelopes should be submitted to the Department of Psychology and Sociology for processing.

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III. Dates and Deadlines

- A. Reception for Dr. Indra Reddy - Founders' Room - 4:00-6:00 p.m. - April 6
- B. Garland Lecture with Dr. Wyler of Boulder, Colorado at 2:00 p.m.- BES 100 - April 6
- C. Helping Department Chairs Succeed Audio Conference - Provost's Conference Room - 11:30 a.m. (Lunch provided) - April 7
- D. Faculty Credentials Matrix due to Dr. Alan Tipton - April 10
- E. South Texas Community College Transfer Day - April 14
- F. FERPA Workshop - April 15 - 10:30; 3:30 - SUB 221 A&B
- G. Meeting with Foundation Representatives - April 15 - Founders' Room - 3:30-4:30
- H. TRB/Exceptional Item Requests due to Steve Crandall - April 15
- I. NSF Grants Conference - Texas A&M University - April 20
- J. Academic Deans' Council - ACT Presentation - April 28 - 1:30
- K. Visit by Regent Bill Jones - April 29
- L. Presidential Series Scholarship Reception - April 29 - 6:30 p.m. - SUB Ballrooms
- M. Tenure files and 3rd + year continuation notices due to Provost - May 10
- N. University of Delaware survey due to Dr. Bigbee - June 30
- O. Freshman Convocation - 2:00 p.m.; Practice - 10:00 a.m. - September 15