

**ACADEMIC DEANS' COUNCIL MEETING**  
**April 8, 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, Garry Ross

**I. Announcements/Discussion/New Business**

- A. David Braverman joined the meeting and announced that Ricardo Barrera has been elected as President of the Student Government Association. The SGA would like to meet with the deans on April 22 at 3:00 with location to be determined.

Dr. Clayton and Garry Ross expressed their appreciation for the work Gabe Alvarado and Teresa Trevino have done this past year with regard to the SGA here on our campus and the System Center, as well.

- B. Dr. Braverman presented a proposed Honor Code and the processes developed to enforce the Code. After some discussion, it was decided that the council members would more thoroughly review the proposal and discuss this topic again during the April 22 meeting with the SGA.
- C. A letter from System Auditor Cathy Smock was distributed. Her letter makes some general observations she has made during audits that departments and divisions need to be aware of.
- D. Two additional handouts were distributed: 1) Department Chair Best Practices and 2) Academic Integrity.

**II. Reports/Announcements from Council Members**

- A. Dr. Reddy announced a "Topping Off" ceremony for the pharmacy building to be held April 28 at 11:00 a.m. Location has not yet been determined. Additional information will be forthcoming.
- B. The College of Agriculture and Human Sciences awards ceremony was held April 7.

Additionally, they have been notified that the building of the Interpretive Center was approved by the Coordinating Board.

- C. The awards ceremony for the College of Education will be held April 22.

- D. The awards ceremony for the College of Business Administration will be held April 29.
- E. Dr. Bigbee thanked those individuals who have already submitted information regarding their faculty credentials list. Those who have not yet completed the review should submit their work by April 10.

Dr. Bigbee encouraged the council members to begin planning for the IEP presentations - budget hearings. The date for the presentations will be determined in the near future.

- F. Dr. Ross reported on a recent luncheon he attended regarding "Closing the Gaps" with a presentation by Coordinating Board Commissioner Don Brown.

### **III. Dates and Deadlines**

- A. Faculty Credentials Matrix due to Dr. Alan Tipton - April 10
- B. South Texas Community College Transfer Day - April 14
- C. FERPA Workshop - April 15 - 10:30; 3:30 - SUB 221 A&B
- D. Meeting with Foundation Representatives - April 15 - 3:30 - Founders' Room
- E. TRB/Exceptional Item Requests due to Steve Crandall - April 15
- F. NSF Grants Conference - Texas A&M University - April 20
- G. Deans Meet with SGA - April 22 - 3:00
- H. Topping Off Ceremony - Pharmacy School Building - April 28 - 11:00
- I. Academic Deans' Council - ACT Presentation - April 28 - 1:30
- J. Presidential Series Scholarship Reception - April 29 - 6:30 p.m. - SUB Ballrooms
- K. Visit by Regent Bill Jones - April 29
- L. Commencement Practice - May 7 - 10:00 a.m.
- M. Honors Reception - May 7 - 2:00 p.m.
- N. Commencement - May 7 - 4:00; 7:00
- O. System Center Convocation - May 8 - 11:00 - Boggess Center
- P. Tenure files and 3<sup>rd</sup> + year continuation notices due to Provost - May 10
- Q. University of Delaware survey due to Dr. Bigbee - June 30
- R. Freshman Convocation - 2:00 p.m.; Practice - 10:00 a.m. - September 15