

ACADEMIC DEANS' COUNCIL MEETING

November 18, 2004

Attending: Kay Clayton, Pam Trant, Alberto Olivares, Bill Heenan, Gladys Hines, Robert Diersing, Dalton Bigbee, Raj Challoo, Ron Rosati, Ronn Hy, Gail Dantzker, Frank Ureno, Indra Reddy, Nestor Sherman (representing Education), Carolyn Green (representing System Center)

I. Announcements/Discussion/New Business

- A. Dr. Clayton introduced Mary Garza, Director of the Barnes and Noble Bookstore. Dr. Hy asked that Ms. Garza meet with the College of Arts and Sciences department chairs at their next meeting. Dr. Challoo suggested that book orders and the approving of the orders, be done electronically. Ms. Garza said it is her intention to provide book ordering and processing by e-mail.
- B. Dr. Bigbee reviewed the Institutional Effectiveness Report time lines.

II. Old Business

- A. The "Check-List for Promotion Portfolio" was distributed and will be added to the academic affairs forms web page. Proposed changes to the check-list can be made in the future when approved for the Faculty Handbook. It was felt that the current document would assist those presently organizing their promotion portfolios.
- B. The deans were informed that the Chancellor's Travel Fund is available for travel to the System Center. Guidelines were distributed.

III. Reports

- A. Mr. Ureno reported that approximately 37 individuals plan to attend the First-Year Experience Teleconference on December 2. The teleconference will be viewed in the Library 301 and Human Sciences 111. Mr. Ureno will inform Pam how many to expect at each site.

Mr. Ureno will meet with the deans individually to ascertain how much money they are willing to designate for the CONACyT recruitment trip.

He recently attended a TACRAO meeting where system enrollment management directors met with Dr. Leo Sayavedra, Vice Chancellor for Academic and Student Affairs. They discussed possible legislation to be proposed during the upcoming legislative session, as well as the idea of capping the enrollment at A&M and directing applications to other system institutions — using the University of Texas model.

- B. Dr. Bigbee spoke concerning the SACS process. A recent call from our representative at SACS indicated that our report looks good. There are approximately 12 recommendations to the on-site team, some which can be answered before they come to campus.
- C. Dr. Heenan reported that Dr. Patrick Mills, candidate for the Dotterweich Chair position, and his wife will soon be making his second trip to the area. Dr. Clayton would like to meet with Dr. and Mrs. Mills, if possible.
- D. Dr. Dantzker reminded the council to submit comments regarding the core value statements. She again thanked the council for their participation in the review of the president's mission statement and goals.
- E. Dr. Diersing reported that long-time faculty member Joseph Rossman, Professor and Chair of the Department of Economics and Finance, plans to retire by the end of August 2005.
- F. Interviews are taking place for faculty positions in the College of Pharmacy. Dr. Reddy encouraged council members to meet the candidates.
- G. Dr. Green reported that on-site spring registration for the System Center will take place tomorrow, November 19.

IV. Dates and Deadlines

- A. Del Mar College Transfer Fair - November 23
- B. Dean submits recommendations for continuation or non-reappointment of second year probationary faculty to the Provost. - November 29
- C. First Year Experience Teleconference - Library 301 and Human Sciences 111 - December 2 - 11:30 am
- D. Commencement Rehearsal - December 10 - 9:45 am
- E. Honors Reception - December 10 - 2:00 pm - SUB Ballrooms
- F. Commencement - December 10 - 4:00 pm/7:00 pm
- G. Javelina Highlights - January 29, 2005
- H. Javelina Highlights - April 16, 2005.