

**Academic Deans' Council Meeting**  
**February 14, 2008**

Present: Kay Clayton, Pam Trant, Robert Diersing, Jane Stanford, Alberto Olivares, Jamie Laurenz, Bill Heenan, Dann Brown, Tom Fields, Carolyn Green, Mike Daniel, Allen Rasmussen, Maria Ayala-Schueneman, Richard Braley (representing Education), Ronn Hy.

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

- A. Dr. Clayton invited the deans to have dinner with Jacki Thomas and Dee Fink the evening of February 28. Dr. Fink will be presenting a workshop at the Academic Deans Council Meeting that afternoon.
- B. Dr. Laurenz spoke regarding the allocation of RDF funds. The total allocation to the university is \$1,326,883 with \$142,825 being allocated to the colleges. The college allocations were based on research expenditures. These funds will carryover to FY09. The deans are required to keep record of the expenditures for reporting purposes. The general purpose of the funds is to support research and as a reinvestment in research.
- C. A discussion was held regarding the transfer of the Bachelor of Applied Arts and Sciences degree from the College of Business Administration to University College. At issue seems to be a problem with the College of Business Administration accrediting agency. Dr. Stanford was asked to ascertain if the problem is with the degree being offered in the College of Business Administration or if the problem is with the offering of Business Administration as an option in the BAAS degree.
- D. Dr. Olivares reported on items considered at a recent Coordinating Board's Graduate Education Advisory Committee meeting. He also announced that Kevin Lemoine has replaced Roger Alford at the Coordinating Board.
- E. A discussion was held regarding Marketing/Recruiting. The five undergraduate deans, Dr. Brown and Dr. Diersing will meet next Thursday to develop a list of topic/reports regarding information about marketing/recruiting that they would like to receive. They will meet with Mr. Hughes and Mr. Lujan separately regarding the list. An additional topic discussed was the need for training on software. This topic will be included on the next Inter-divisional Working Group agenda. The council feels more communication is needed between the divisions of Enrollment Management and Academic Affairs.
- F. The Chamber of Commerce will hold their 100<sup>th</sup> Anniversary Annual Banquet on March 13 from 6:00-9:00. Dr. Butch Thomas, an alum, will be the guest speaker. Dr. Clayton encouraged the deans to purchase a \$350 sponsorship which includes 8 tickets to the event.

- G. Results of the Fall 2007 Supplemental Instruction Program were distributed. Betty Black and Dr. Brown both spoke to the current strengths and weaknesses of the program. The deans were asked to encourage their faculty to participate in the program and results were very favorable in the retention of our students. One of the challenges is the linking of the SI section with the course when labs are involved. Dr. Diersing suggested that Ms. Black visit with Banner experts the next time they are on campus regarding this matter.

## **II. Old Business**

- A. Teaching Track - The question was raised — Do we really want a teaching track as considered part of the tenure/promotion policy? Deans are to consider the question and submit their comments to Dr. Laurenz.
- B. Priority Registration - Dr. Diersing reported that time holds placed on students for registration purposes will not work for priority registration. Registration would have to be allowed by putting students in cohorts. He is working on processes and procedures for this activity.
- C. Position Description for Faculty - Dr. Laurenz is developing a draft to be submitted to the Faculty Senate for their review and input.

## **III. Reports**

- A. Dr. Fields reported that external reviewers for the master's program reviews have been approved.
- B. Dr. Brown gave the freshman retention rates from fall to spring for the last several years — this year's retention rate was 82%. The Del Mar College agreement is working very well. Dr. Clayton complimented Dr. Brown on the time and effort he spent to see that agreement to completion.
- C. Dr. Braley reported on a recent trip to Harlingen's economic development center. This center services several school districts and allows them to teach from one location.
- D. Dr. Laurenz gave an update on the Space Utilization Task Force. Space utilization has been reviewed and codes corrected where appropriate. Regarding building clean-up, anything left in May Hall at the end of the month will be trashed.
- E. Dr. Olivares distributed a list of May 16, 2008 prospective candidates for master and doctoral degrees.

- F. Dr. Ayala-Schueneman will be attending the Texas Council of Faculty Senates meeting in Austin, February 15-16. She reported that two Faculty Senate constitutional amendments will be presented in the near future.
- G. Dr. Rasmussen reported that the Texas Chapter of the Wildlife Society will be meeting in San Antonio. Three faculty will be in leadership positions with half of the papers presented from A&M-K.
- H. Dr. Heenan reported that February 18-22 will be Engineering Week.
- I. Dr. Green announced that the computer lab at the System Center is up and running and that the gym is ready for kinesiology classes. The FTE enrollment at the System Center is 629.

**IV. Dates and Deadlines to Remember**

- A. Merit Payment Award Letters Distributed - February 14
- B. College/Library Service Component Wording due to Provost - February 15
- C. ADC Workshop with Dee Fink - February 28 - 1:30 pm - Olga Paul Conference Room (A&S Dean's Complex)
- D. Faculty Workshop with Dee Fink - February 29 - all day
- E. Institutional Effectiveness Presentations - March 3 - MSU 221B
- F. Social at Dann Brown's Home after IEP Presentations - March 3
- G. Creating a Positive Learning Environment - Workshop for Faculty and Administration - March 5 - 8-12; 1-5 (repeat sessions) - MSU 219ABC
- H. All Evaluations Due to HR - March 31, 2008
- I. Grant-Writing Activity Reports Due to Provost - April 30, 2008