

Deans Council  
February 17, 2010

Ric Berry	Mary Nelle Brunson	Steve Bullard
Shirley Dickerson	Tony Duben	Mel Finkenberg
Buddy Himes	Larry King	Brian Murphy
James Standley	Mike Stroup	

1. **Faculty Recognition Awards**

Bob Szafran, Chair of the Faculty Recognition Awards committee, this year's awards are scheduled Tuesday, April 20, 2010. Dr. Szafran will send a preliminary list of honorees to the deans and chairs next week and asked them to check them carefully, particularly retirees. This year we have four faculty members celebrating forty year's service – Ron Anderson, John Dahmus, Jerry Jackson and Bill Clark.

Retirees are also recognized at these awards, any faculty members that have submitted paperwork to HR by April 1<sup>st</sup> will be included, those received after that date will be recognized the following year.

Dr. Szafran explained how the years of service is calculated using the HR system, which differs from the way they have been calculated in the past. The deans were asked to encourage faculty to RSVP to president's office.

2. **Graduate admissions standards**

Dr. Standley proposed a change to graduate admission standards. Although graduate enrollment has increased by 7%, the number of students on suspension and probation has also increased. Dr. Standley would like to revert to the printed admission standards of 2.5 GPA overall and 2.8 GPA on the last 60 hours of undergraduate work. The deans were in agreement, further information will be forthcoming.

3. **Assessment**

Dr. King continues to receive rubrics but there some are still missing, a list of these will be sent to the deans. There are also some areas in Trac-Dat that still need to be updated, these are mostly in support areas. The deans were asked to check on this. He reminded the deans that assessment should focus on "closing the loop" by using assessment results to make changes in operations.

4. **First Year Experience and Retention**

Dr. Brunson just returned from the FYE conference in Denver, she gave the deans an update on this. She also, she reported on progress the FYE committee have been making. They will be meeting with deans and chairs to discuss revising 101 seminars to get more faculty involvement and discipline, which should help increase retention rates.

Dr. Brunson asked the deans to email her with information on anything they do on a regular basis to support retention, such as mid-term grades. This should be sent by February 26, 2010, the FYE committee will then look at these. One idea to improve retention was to improve our relationship local community colleges.

Dr. Berry reported that our graduation and one year retention rates have increased but are not yet where they need to be.

5. **Computer policy D8.1**

Dr. Berry asked the deans to look at policy D8.1 computer & network security and to remind chairs and faculty of this. Every area has two options concerning computers:

1. Rely on ITS for support, use domain for file storage and use anti-virus server.
2. Take care of it themselves.

Dr. Berry stated that if a department decides to support its own computers, they must follow guidelines as stated in the policy. Departments who are not part of the domain must justify why, very few academic units are on the domain. A written explanation must be sent to the Provost by April 1, 2010.

6. **Multi-Institutional Teaching Center (MITC)**

Dr. Berry distributed information on a MITC in Harlingen and asked for the deans views. Dr. Berry will contact Pat Hobbs and get more information for the deans.

7. **Meet the “Carnegie Classification”**

The deans were not interested in a presentation on how to obtain Carnegie classification from Texas Campus Compact.

8. Any other business

- Dr. Berry gave deans a copy of the proposed budget reduction submitted to LBB in Austin.

Planned reductions include:

Travel (mileage reimbursement will be reduced)

Research

Capital Project deferral

O&M reduction

Flexible hiring freeze (not filling some vacant position)

These are in priority order. We were requested to submit a plan, and predict that in the near future we will receive more definite guidelines. Dr. Berry announced that we will get broad input before making any changes on summer.

- Low producing programs

The deans received a list of low producing programs, Dr. Berry said we must address these. One strategy suggested was recruit students and increase the numbers in these programs.

Another option would be to combine low producing programs, this would have to be approved by the Coordinating Board and SACS.

- Dr. King has been appointed to the Education Advisory committee of the Coordinating Board.
- Legislative summit February 17 and 18.
- Board meeting to set tuition and fees is scheduled February 26, 2010.
- Showcase Saturday – February 20, 2010.

9. Date of Next Meeting

Academic Affairs Council - March 3, 2010