

Deans Council  
January 10, 2024  
held in BUS 433

1. Minutes from 12/6/23 were approved and will be posted on the webpage.
2. Post Tenure Review  
Currently we are following our previous practice using two levels for post-tenure review. Next year we will initiate four levels of approve to comply with UTS. Necessary changes will be made by Karyn Hall's office.
3. Dean's Office Restructures  
Dr. Smith provided an update on the restructures proposed for the deans' offices. Lisa Balty had requested further information and clarification. The deans stated the wording used in these JAQ's was taken from UTSA. They are concerned about how to move this forward.  
Dr. Smith will meet with Lisa Balty separately to obtain clear clarification and next steps. It may be that we need to change the HOP related to restructures, so that final decision for Academic Affairs staff is with the Provost. We will establish which HOP is involved and get this into "Hopper".
4. The deans have received requests from Andrew Dies' office on the student service fee petition. They asked if it was really necessary to make the presentations and could the amount awarded be based on enrollment instead. It seems the amount they receive does not change whether or not they make a presentation. Can we change the HOP (04-124 Student Service Fee Allocations)?
5. ITS Project List  
Dr. Smith provided a spread sheet detailing ITS projects and asked the deans to review. They were asked to advise which projects still need to move forward.  
  
Dynamic Forms are now available for anyone to use. We will arrange a training session for the deans, deans' admins, associate deans, and directors.
6. Mid-Term Grades  
Dr. Smith reported an issue from a parent about mid-term grades not being posted. Our policy does not require this. College of Sciences & Mathematics do report mid-term

grades and it seems to have helped the process. However, this is not a requirement.

7. HOPs for discussion

The deans asked about Phased Retirement HOP discussed at a previous meeting. Dr. Smith reported this had been put on hold due to the information provided by John Wyatt concerning TRS. The deans would like to re-visit this issue and it will be returned to the Hopper.

We must establish a way to determine Chair stipends, separately from their teaching salary, allowing an easier process if and when they go back to teaching. This is a requirement by UTS and we must have this in place before approving tenure for incoming deans/chairs. We will report back on this topic after meeting with budget office.

8. PAM CAM Update

Dr. Smith gave an update on PAM CAM and will be presenting two training sessions on February 7 at 1pm and February 8 at 12 noon, via zoom. The latest update will be emailed to the deans.

*Attendees:*

*Gary Wurtz*

*Hans Williams*

*Dustin Knepp*

*Tim Bisping*

*Judy Abbott*

*Sharon Brewer*

*Lorenzo Smith*

*Kim Childs*