

Deans Council
September 6, 2017

1. **Career Development Fellows**

Adam Peck

Center for Career and Professional Development - Adam Peck and Jamie Bouldin explained the “Lumberjacks grow project”, which provide mock interviews. This is required as part of the THECB 60 x 30 plan, in order to articulate student skills . Fifty-two students took part in the interviews last year. Dr. Peck wanted to ask the deans about “Faculty Fellows” and explained the purpose. Dr. Bullard suggested Career Services meet with each dean separately as each college will look very different.

2. **Classroom Door Locks**

Steve Westbrook

Dr. Westbrook gave an update on the university door lock project. All classroom door locks will be switched out by end of semester. The big change is that ID cards will need to be re-issued to allow access to buildings. All exterior buildings will eventually be changed to swipe system also.

3. **Financial Aid and Degree Plans**

Meredith Baily/Lynda Langham

There are some issues with changes to degree plans that can affect financial aid, Meredith will be working with advisors very closely.

Certificate Programs

Some issues concerning Certificate program issues with students trying to change into major with GPA issues. Meredith asked deans to review the list of students and get back to her.

Pre-Requisites

Changes to prerequisites will be done manually.

SharePoint Site

Meredith opening up SharePoint site, this will allow more transparency on some projects she is working on. This will be open to faculty and staff and will begin in November.

4. **Catalog and Curriculum**

Meredith Baily/Donna Parish

Introduced a proposal for software solution, initially from the Registrar’s office. The software would address catalog printing and manage the curriculum side of the house. Currently a significant amount of time is spent on the catalog, which is out of date as soon as it is printed. This software would offer significant savings of time and money. Need to decide, do we want to keep a printed bulletin for a set amount of time? This is a six-month implementation process and so we need to move quickly. It makes more sense to purchase outside rather than do the work in-house. Hopefully if we get this in place it will be ready for fall 2018 and affect spring 19. This software

would also impact the curriculum process in a positive way. Dr. Childs moved to accept this proposal and it was seconded by Dr. Williams. All deans were in agreement. Now look at the next step.

5. **Strategic Planning for Graduate Education in Texas**

Ric Berry

Dr. Berry reported on the 60 x 30 for Graduate Education in Texas, and explained the outcome of the Governor's university research initiative.

6. **Interdisciplinary Graduate Degree Programs & Certificates**

Dr. Bisping, Dr. Murphy and Dr. Steve Cooper are looking at certificates, which could be stacked together toward MIS, these would not require SACS or THECB approval. There is a question as to who would get to count the student? Dr. Abbott and Dr. Berry have been working with EAB about a way of marketing graduate programs.

Dr. Berry is also working with Joyce Johnstone and a University in Lyon France looking at exchange of students and faculty. Interested in cultural legacy. More forthcoming.

7. **Dropping students for non-payment**

Danny/ Dora/ Monique

Financial aid can only be applied to \$200 of a prior balance, Dora explained that students only have to pay **something** to prevent from being dropped before first class day. All students are called and told if they are in jeopardy of being dropped. THECB rules state students must be enrolled by 12th class day and paid by 20th class day. Last year 265 students were dropped, this year only 109 were dropped. Business office are calling students, Financial Aid processed payments four months earlier this year, which also helped reduce the numbers. It was felt that we post bills too late.

8. **Faculty Evaluations**

The following timeline was approved and updated on Schedule of Deadlines.
Last day for faculty to report on-line FAR - January 16, 2018.
Faculty evaluations due to Provost office - April 16, 2018.

9. **Career ladder academic advisors**

Janet Tareilo

The final career ladder for academic advisors, do we want to establish for fall or spring? Dr. Tareilo will send this electronically to deans. Where will funding come from? Some advisors will not be affected by change as their salary is within the stated range. Dr. Murphy expressed concern that there are faculty members with Ph.D. who do not get paid as much as the top advisor.

10. **Strategic Plan Update – Connections**

Trey Turner

Trey asked for information on who has relationship with business/industry and how can we funnel this information to the development office. They need help uncovering leads and specific connections. We want to recruit and enlist help of

faculty/chairs/deans. Leading into capital campaign want to look at funds and internships and jobs for students when they graduate. Working on linking lumberjack community.

11. **Capital Campaign**

Trey Turner

Dr. Bullard asked how we would staff the capital campaign ? We may have to reallocate some areas, Trey explained we have less staff than other universities raising similar amount of money.

12. **Faculty Achievement Awards**

Jill Still

Jill distributed information on the faculty achievement awards and gave the deadline for nominations (Friday, September 8th). The recipients will be recognized at the Gala on December 9th.

13. **Textbook Adoption Timeline**

Janet Tareilo

Text book adoption timeline October 10 (see schedule). The bookstore can price match with Amazon and can rent books. When not adopted by the date, the bookstore will automatically adopt book from previous semester. This will to reduce the cost of text books.

14. **SACS 5th Year Report**

Mary Nelle Brunson

We received response from SACS on our 5th year report. There were two areas that need to be addressed, we have an extension to the deadline due to issues with Hurricane Harvey.

15. **Electronic tenure & promotion files**

College of Education are transitioning to electronic tenure and promotion porfolios, this will take three or four more years to be complete.

16. **Any Other Business**

It appears that headcount is down about 1%, final numbers are not yet available.

David alders will be addressing faculty senate next week.

A new faculty box lunch with the Provost is scheduled for Monday October 9th 11:30 – 1:00 p.m. Dr. Bullard would like all deans to attend and provide one or two examples of "one lumberjack at a time" if a dean would like that opportunity please email the Provost.

Virtual reality was highlighted in SFA today.

Dr. Bullard has been contacted by several departments to meet with faculty.

Proposal multi-disciplinary programs – draft - Dr. Murphy moved to adopt this as guidelines. Dr. Childs asked that this be brought back to the October meeting so that deans could have an opportunity to discuss with their chairs.

Suggestions for Oxford debate - from Brian Murphy. Talk with chairs and then bring back to October meeting. Brian will send electronically.

Revisit some of the items discussed at the retreat, bring to October meeting.

Regents professor has been linked to Phi Eta Sigma – where should we put Regents Lecture, to encourage attendance. Perhaps during SOAR conference. Dr. Bullard asked the deans to consider this.

Attendees:		
Bullard, Steve	Brunson, Mary Nelle	Brewer, Sharon
Childs, Kim	Himes, Buddy	Murphy, Brian
Berry, Ric	Hendricks, John	Bisping, Tim
Williams, Hans	Tareilo, Janet	Dickerson, Shirley
Abbott, Judy		
Guests:		
Bouldin, Jamie	Baily, Meredith	Parish, Donna
Fuselier, Dora	Delaney, Sabrina	Langham, Lynda
Cossich, Monique	Coffee, Mike	Peck, Adam