

February 14, 2003

Mr. Tim Shaunty
Texas Council on Economic Education
1200 Jefferson Street
Houston, Texas 77002

Re: Texas Council on Economic Education Support/SFA Center

The following is provided in response to our conversation in Austin relative to Council expectations for the SFA Center for Economic Education and Department Chair's expectations for Center continuity. Primary personnel support by the Texas Council must be directed toward Dr. Mize as the Director. She is the individual charged with accountability to SFA (department, college and university) and to the Texas Council. Mrs. Gilbert may wish to continue working with the center as a professional responsibility and to assist with the Texas Council on an "as-needed" basis.

In the Fall of 2003, Dr. Mize will continue as a 100% TSO employee in the Department of Human Sciences. Her teaching load will be reduced by 25% each regular semester to assure Center effectiveness. The Texas Council will fund the SFA Center \$3,000.00 per regular semester to fund an adjunct faculty (3 hr. replacement.) Thus, the department will not bear the financial burden for effective Center leadership. As director, Dr. Mize bears responsibility for recruitment, budgetary matters, program development/coordination, reporting, and all other matters pertinent to the Center. During the summer, the Texas Council will assume financial responsibility for 1/2 of one six week's salary for the director. Dr. Mize will develop curriculum, strategies, and carry out other duties associated with the Council and the Center. She will teach for the department the other 50% of the 6 week-period and be funded through department TSO funds.

Mrs. Gilbert will relinquish oversight responsibility for the inventory of materials and relinquish the title of Program Coordinator. She will receive a Summer 2003 contract for one six weeks session to teach one HMS course @ 50% TSO and to develop curriculum as specified by the Texas Council on Economic Education for the other 50% of her salary. Future summer appointments of Mrs. Gilbert will be at the discretion of the Human Sciences department chair and the Texas Council on Economic Education/SFA Center for Economic Education.

Cc: Dr. Lisa Mize
Mrs. Phillis Gibleert
Mr. John Anderson

Proposal to Texas Council on Economic Education

This request is submitted in addition to the Texas Council on Economic Education basic grant program for Center support. Actual salaries are provided for Sum. 03; Sum. 04 figures have been slightly elevated.

Summer 2003

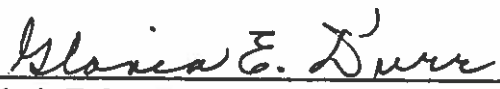
Sum I	50%	Dr. Lisa Mize	\$ 3,520.00
Sum II	50%	Mrs. Phyllis Gilbert	2,593.00

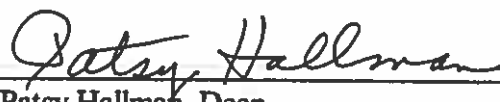
2003 - 2004

Fall 03	25%	HMS Adjunct faculty	\$ 3,000.00
Sp 04	25%	HMS Adjunct faculty	3,000.00

Summer 2004

Sum I	50%	Dr. Lisa Mize	\$ 3,700.00
Sum II	50%	To be determined	?


Gloria E. Durr, Department Chair


Patsy Hallman, Dean

Marlin Young, VP - Academic Affairs



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Date _____

Financial Summary

This request is submitted as a supplement to the Texas Council on Economic Education basic grant program for SFA Center support. Actual salaries are provided for Summer 2003 for Dr. Lisa Mize and Ms. Phyllis Gilbert.

Summer 2003

Sum I	50%	Dr. Lisa Mize	\$ 3,520.00
Sum II	50%	Mrs. Phyllis Gilbert	2,593.00

2003 - 2004

Fall 03	25%	HMS Adjunct faculty	\$ 3,000.00
Sp 04	25%	HMS Adjunct faculty	3,000.00