Deans Council Minutes
June 11, 2013
BA 290

Deans Council Members in Attendance:
- Dr. Dan Edelman, Interim Provost and Vice President for Academic Affairs
- Dr. Sal Attardo, Interim Associate Provost for Academic Affairs
- Dr. Grady Blount, Dean, College of Science, Engineering and Agriculture
- Dr. Gail Johnson, Interim Dean, College of Education and Human Services.
- Dr. Melinda Schlager, Interim Dean, College of Humanities, Social Sciences and Art

Others in Attendance:
- Dr. Mary Beth Sampson, Associate Dean, Graduate Studies (Attending in the absence of Dr. Horne)
- Dr. Charlotte Larkin, Associate Dean, College of Business and Entrepreneurship (Attending in the absence of Dr. Funderburk)
- Ms. Cynthia Rhodes, Executive Assistant to the Provost
- Dr. Shonda Gibson, Executive Director of Global Learning & QEP Associate Chair
- Dr. Haydn Fox, Associate Dean, QEP Chair and Associate Dean, College of Science, Engineering and Agriculture

Not in attendance: Dr. Arlene Horne, Vice Provost for Research and Dean of Graduate Studies
Dr. Dale Funderburk, Interim Dean, College of Business and Entrepreneurship

Minutes recorded by Cynthia Rhodes.

QEP – Drs. Fox and Gibson presented a QEP update. The university’s QEP topic is “Global Imperative” not globalization. Information was presented regarding the Global Scholars (students) and Global Fellows Program (faculty/staff). Information was shared regarding:

1) ePortfolio
2) Global Courses
3) Global Competency Aptitude Assessment
4) Global Events and Travel
5) Selection and Benefits

Activities such as coursework, internships, and projects are to be geared toward preparing students for an interconnected world. QEP requires that all undergraduate students complete at least one global course sometime during the college career prior to graduation. The course can be in any discipline. Taking additional global courses are optional, and will assist the student to achieve Global Scholar status. Involvement by faculty and staff in global activities will assist them to achieve Global Fellow status. Global competency can be achieved through any of the student learning objectives (SLO): knowledge, application of knowledge, and/or engagement. A global course must specifically state at least one of the SLO’s in the syllabus.
Student Learning Outcomes:
1. Students will be able to demonstrate knowledge of the interconnectedness of global dynamics (issues, processes, trends, and systems).
2. Students will be able to apply knowledge of the interconnectedness of global dynamics.
3. Students will be able to view themselves as engaged citizens within an interconnected and diverse world.

Drs. Fox and Gibson have requested department heads to provide a list of global courses to their office by the end of the week. A tracking system was been developed to assist with the Global Scholar Program. The QEP committee will review the list to determine if course(s) are actually global courses. Global courses will be indicated with the letter “G”. Faculty who teach global courses will receive points to apply toward fellowship eligibility. Teaching a global course should not require a lot of additional work on faculty. Competency Aptitude Assessment (CAA) will be conducted by QEP not faculty. Approximately fifty (5) students are taking the pre-assessment today.

Approved Program Master List - Dr. Edelman stated that the approved master program list was sent to Dr. James Hallmark, Vice Chancellor for Academic Affairs. The university has not received final approval yet. Deans were reminded that teach-out plans must be submitted to SACS.

Secondary Ed Teaching Advising Issues – Dr. Edelman stated there have been a few advising issues with students. (For example: when a student has a minor in education but a major in a math.) Some of the issues have been a result of teaching requirements that change so rapidly. Dr. Johnson stated that College of Education and Human Services (COEHS) staff make certain students enroll in the courses that they need. She stated that Donna Tavener does an outstanding job to ensure students take appropriate courses. Dr. Edelman stated students in all colleges need to be identified early so they can enroll and take the required courses. The suggestion was made that perhaps COEHS could work out a plan with the other 3 colleges. Discussion was held regarding the feasibility of a full-time staff position (if funding were available) which might help resolve advising issues in all colleges.

Reassigned Time/Overload - Dr. Attardo, Interim Associate Provost, presented written guidelines regarding for overload pay guidelines. Following discussion, Deans Council members voted unanimously to accept the “Overload Pay Guidelines”.

Following Deans Council, approved guidelines were posted to the website at the following link: http://www.tamuc.edu/aboutUs/administrativeOffices/academicAffairs/documents/Overload_Pay_Guidelines.pdf

Procedure 12.03.99.R1 “Faculty Workload” – Dr. Attardo, Interim Associate Provost, presented the faculty workload procedure. As indicated in the procedure, each college is to develop and maintain a published procedure for specific areas regarding faculty workload. College plans are to be submitted to the Provost Office no later than July 8. After review/discussion, Deans Council members voted unanimously to accept the proposal.
**HEF** – College were reminded that enhancement fees could be used to purchase computer equipment. HEF information will soon be released so colleges/divisions will know what they will have for FY 203-2014.

**MERIT** - The merit pool is 2% and merit spreadsheets will be sent to the colleges very soon. Merit should be awarded based upon performance ratings.

**AASCU Distinguished Alumni Nominations** – President Jones received a notice that nominations for Distinguished Alumni are due July 11, 2013. The Office of the President requests that nominations be submitted to their office no later than June 27, 2013. [www.aascu.org/members/DAA/](http://www.aascu.org/members/DAA/)

**Dean Searches** – Dr. Edelman announced that the searches for the positions of the Dean of Business and Entrepreneurship and the Dean of College of Education and Human Services were currently posted.

**Tenure Voting** - After discussion, Deans Council members voted unanimously on faculty appointments hired with tenure upon arrival pending the Board of Regents approval.