**Academic Council Notes**  
March 12, 2013  
BA 290

**Academic Council Members in Attendance:**
- Dr. Gary Peer, Interim Provost and Vice President for Academic Affairs
- Dr. Arlene Horne, Vice Provost for Research and Dean of Graduate Studies
- Dr. Marila Palmer, Associate Provost for Institutional Effectiveness and Planning
- Dr. Dan Edelman, Interim Associate Provost and Vice President for Academic Affairs
- Dr. Kenneth Clinton, Associate Vice President for Global Initiatives
- Dr. Dale Funderburk, Interim Dean, College of Business and Entrepreneurship
- Dr. Sal Attardo, Dean, College of Humanities, Social Sciences and Art
- Dr. Gail Johnson, Interim Dean, College of Education and Human Services
- Dr. Betty Block, Department Head Representative
- Mr. Greg Mitchell, Director of Libraries
- Dr. Ray Green, Dean, Honors College
- Dr. Betty Block, Department Head Representative
- Dr. Gail Johnson, Interim Dean, College of Education and Human Services
- Dr. Kenneth Clinton, Associate Vice President for Global Initiatives
- Dr. Dale Funderburk, Interim Dean, College of Business and Entrepreneurship
- Dr. Sal Attardo, Dean, College of Humanities, Social Sciences and Art
- Dr. Gail Johnson, Interim Dean, College of Education and Human Services
- Dr. Betty Block, Department Head Representative
- Mr. Greg Mitchell, Director of Libraries
- Dr. Ray Green, Dean, Honors College
- Dr. Edward Romero, Chief Diversity Officer and Director of Equal Opportunity

**Others in Attendance:**
- Dr. Mary Beth Sampson, Associate Dean of Graduate Studies and Research
- Dr. Derald Harp, Chair, SACS Steering Committee and Associate Professor
- Ms. Cynthia Rhodes, Executive Assistant to the Provost
- Dr. Irma Harper, Assistant Vice Chancellor, Academic Affairs

(Note: Dr. Grady Blount, Dean College of Science, Engineering and Agriculture and Dr. Ricky Dobbs, Dean, University College were not in attendance. Minutes recorded by Cynthia Rhodes.)

**Program Approvals** - Dr. Irma Harper met with the Council and discussed program approvals. All off-campus has to be taught by at least 50% full-time faculty members. This is a ruling that SACS expects. This includes both undergraduate and graduate courses. The group was reminded of a couple of items 1) certifications cannot be processed in bulk, and, 2) do not advertise courses/programs if they have not been approved. All doctoral programs (Ed.D & Ph.D.) have to be approved by the Board of Regents.

**SACS** – Dr. Palmer provided a SACS update. Standard 3.4.11 applies to stand alone minors and concentrations. Academic program coordinators must be shown on the organizational charts. Dr. Palmer needs exact/specific language to represent specialized accreditation status for programs. Deans were requested to provide the exact language as soon as possible. Faculty who have questions regarding faculty credential and sub changes should route their questions through their respective dean. Although you may receive an “out-of-office” reply if emails are sent to her later this week, but she wanted everyone to know she is in the office working on this information. There should be no new courses taught at L3 until the prospectus is submitted to SACS and approval received.

The Institutional Effectiveness (IE) Committee does not see monitoring as their responsibility. Therefore, instead of using the committee, Dr. Palmer asked for each college dean to submit to her office the name of a person in their college to monitor submissions before the deans approve. This will allow a core group to understand and will enforce IE timelines. The question was asked if any reassigned time would be allowed. Individuals should be a senior faculty member, department head or assistant/associate dean. Dr. Courtney Kernek is CBE’s representative.
QEP – Dr. Harp provided a QEP update. Working is still being done with the student focus group. Work is being done with University Students. Identification of a proper assessment for student learning outcomes as well as the definition of a global course is needed. Budget for QEP is an issue. They are hoping to get creative to supplement the budget. Courses within the core may be considered as global courses. Students will be required to take one global course as a core curriculum course. This would provide an introduction of globalization to students. The group is visit with faculty regarding global fellow programs, standards, and requirements. Discussion was held regarding the possibility of adding 2-3 items to our course rating system to focus on to what extent the rater feels the course addressed global issues.

Graduate Program Reviews – Graduate program reviews have been transferred back to Graduate Studies. Dr. Sampson provided a handout showing the schedule for graduate program reviews. THECB is not requiring undergraduate program reviews but have given universities the choice to roll undergraduate program reviews into graduation program reviews when appropriate. Dr. Sampson said a decision will need to be made regarding how TAMU-C will do process undergraduate reviews. The university needs to self-report and identify programs that need to be phased out. Dr. Peer requested that program reviews be revisited again at the next deans’ council meeting.

Time and Effort – Discussion was held regarding the proposed time and effort procedures. Dr. Harp will meet with the Faculty Senate Executive Council next week and discuss the time and effort issue. Dr. Horne stressed that faculty are not to work on grants without approved release time and their effort should exceed 100%. Federal and state grants are all treated the same in the time and effort procedures.

Improper Consensual Relationship – The University is not required to have a procedure. This subject matter is already addressed in TAMUS’ Regulation 08.01.01, Section 5 “Improper Consensual Relationships”. As Interim Provost, Dr. Peer stated he finds the regulation to be satisfactory.

Dr. Harp added that the University’s Academic Freedom, Tenure, Promotion and Post Tenure Review procedure (12.01.99.RO.01, Section 1.5.2) addresses good cause for dismissal of a faculty member may include moral turpitude which adversely affects the performance of professional duties or responsibilities to students or associates.

International Program Update – Dr. Clinton provided an update and handout regarding international/study abroad programs. We currently have approximately 1,200 international students. Out of these 250 are Korean students. Dr. Clinton has visited campuses in Korea including Namseoul University and KonKuk University. These are universities where our students study abroad and will visit as part of their global experiences.

The question was asked what is the number of international students does the University want. The QEP visiting team will want to know more about our study abroad programs. Dr. Clinton recommended that Dr. Peer, Dr. Hendrix and he discuss prior to the team visits in February 2014. The University has had a partnership with the University of Southern Mississippi since 1984. The Office of International Studies need to remain in the communication loop regarding solicitation of funds for international trips. All requests for foreign travel must be reviewed and approved by the Office of International Studies. Individuals should not request money for international trips without his office’s knowledge. Dr. Clinton recommended that all gift solicitation should be coordinated through one central unit. (i.e. Office of Advancement). When multi-cultural festivals are held on campus, faculty attendance is needed.

Provost Search Update – The first search candidate will be on campus next week, March 18-19. The on-campus visit for the second candidate will be April 4-5. Shortly thereafter, the next two candidates will be
on campus. Several opportunities will be afford for all administrators, faculty, and staff to meet and hear the candidates present.