

Academic Deans Council (ADC) Minutes

February 14, 2012, 9:00 – 11:00 a.m.

Present: Larry Lemanski, Roseann Hogan, Hal Langford, Brent Mangus, Sal Attardo, Grady Price Blount, Allan Headley, Greta Spradling, John Mark Jones, and Student Government Association Officers (list in agenda item 1).

1. Officers from the Student Government Association (SGA) were invited to attend Deans Council to hear directly from the deans what each college has in place for student advising. The following SGA officers were in attendance: Sarah Cunningham, Syeda Rizvi, Wahaj Mandavia, Tim Houston, Adam Haney, Kourtney Dickerson, Andrea Potter, Johnny Kirkpatrick, and Adria Green.

College of Business & Entrepreneurship – Advising is located 3rd floor of BA building. The office consists of administrative support, a student worker, and three advisors. There are also two advisors for the BAAS online program. Both faculty and department heads are involved in advising and communicate regularly with the advisors. A national advising model consists of trained advisors for the centralization of student advising.

College of Education & Human Services has a Mentor Center with 3.5 professional advisors. The center is student oriented and has faculty involvement. The first activity the mentor center does with a new student is to walk them through the computer login to track their own degree plan. The advisors assist students in degree planning, degree audits, class schedules, student tutoring, and help student become self sufficient when reviewing their degree plan. The center communicates with students both online and face to face and at remote locations. The advisors take a proactive approach to determine students who have not come into the mentor center and need course advisement for the next semester.

College of Humanities, Social Sciences, & Arts – The college is remodeling an advising center located on the 3rd floor of Ferguson. There are two advisors and a third advisor that is shared with the Sciences who handles degree audits. An additional advisor will be added as funding is available. The Music Department provides advising for their own students. Students are encouraged to follow a sequence of courses in order to graduate on time.

College of Sciences, Engineering, & Agriculture – Advising is a faculty based advising process with a mentor who manages degree audits. There are 1200 majors. The degree plans along with courses are placed in a three year schedule. It is important for student to stay in the sequence of courses. Failing a course can cause them to delay graduation because the courses are all sequenced.

College of Graduate Studies & Research - Grad Services has a coordinator who works with the programs. One problem the coordinator experiences are missing documents. Students need to make sure all documents are in place. Graduate students are familiar with the process by the time they are at the graduate level. Graduate advising was not a concern of the SGA.

The SGA agrees that they like a hybrid advising process so faculty and advisors are both involved in the process. SGA does not want to see faculty completely out of the advising process. It was agreed by the students in attendance that some faculty are better at advising than others. The advising problems seem to occur between the sophomore and Junior year when the students move from the advising in the One Stop Shop to the College Advising. Students do not always know that there is a center within their own college.

The orientation process can improve communications by reminding students that they are in control of their course schedules and it is the student's responsibility to register for classes within their degree plan. It is also their responsibility to pass classes in order to proceed to the next class. It was suggested that each college have an orientation. There is a need to improve transfer student orientation. Students entering TAMU-C with 60 hours do not go to one-stop-shop. Technology can be utilized to provide orientation for transfer students. Most transfer students are off campus and work so their time is limited.

2. John Mark Jones, the Director of International Student Services, asked to appear on the agenda to discuss travel for international students. TAMU-C has a record number of 1000 international students on campus this semester. They are primarily from Saudi Arabia, India, and South Korea. The office of International Student Services has received calls from the port

of entry. Students are being stopped and questioned when they try to return in October from their summer trip home. The international students are returning a number of weeks after class has begun. This is drawing unnecessary attention from the port of entry. Thirteen students were dropped for not attending classes at the beginning of the semester.

The students need permission from faculty to miss class. The permission form is kept on file in International Student Service. If a student is not approved, the student is counseled on the ramifications for not attending classes at the beginning of the semester. The College of Business & Entrepreneurship does not allow students to start late. It had been a problem until the college stopped allowing the late entry. The deans agreed that the document should include the signatures of the faculty, department head, and the dean, if it is going to be granted.

John Mark also made the deans aware of the rules for the I-20 visa. Students on the I-20 must return to their country within 60 days of completing class. Immigration counts 60 days from the last day of the last class. Students who complete their degree requirements in a sub-term, at the beginning of the traditional semester, are not allowed to remain in the country for graduation. GA's are also affected by sub-terms. Once degree requirements are completed, they cannot work as a GA through the end of the semester.

3. "Wish List" for Upcoming 83rd Legislative Session

- New Library to include distance education technology
- Renovate Gee Library for offices and classrooms
- Additional space in downtown Dallas
- New building for Art, Journalism and RTV with galleries and movie theatre
- Expand Science building
- Nursing Building for new program and labs

4. Academic Affairs – Dr. Larry Lemanski

- a. Tenure/Promotion – The deans were reminded of procedure 12.01.99.R0.01 and the rules for granting tenure. Revision of the procedure should be considered since the current version is so cumbersome.

- b. Faculty Search Composition – Dr. Lemanski requested the search committees include people from outside the hiring department for a more diverse search.
5. For Your Information (FYI) and handouts -
- a. SACS in Atlanta for June: Drs. Jones, Lemanski, Weeks, Hogan, & Mr. Brown
 - b. THECB – Kenneth H. Ashworth Fellowship Program Application
 - c. The Academy of Medicine, Engineering, & Science of Texas (TAMEST) accepting nominations
 - d. Previous Meeting Minutes & Action Items