

Deans' Council Minutes October 8, 2003

Present: Dr. Joyce Scott, Ms. Mary Hendrix, Dr. Finnie Murray, Dr. Hal Langford, Dr. Ed Seifert, Dr. Elton Stetson, Dr. Joe Webber, and Dr. Thad Anglin

Announcements:

- ❖ Searches (Joyce A. Scott)
 - Ad has been placed in *The Chronicle of Higher Education* (October 17 and October 31)
 - Allocation of Funds
 - \$1,500 for national searches
 - \$900 for local searches
- ❖ Interim Chancellor's Visit to Campus (Joyce A. Scott)
 - VP's and Academic Deans' presentation will be 10 minutes, with 6 devoted to strengths and 3-4 on challenges
 - President wants to review list of challenges prior to Dr. Cocanougher's visit **ACTION**
- ❖ Enrollment Management (Joyce A. Scott)
 - Presidents has earmarked \$250,000 to boost enrollment (one-time funding)
- ❖ Accreditation Site Visits (Joyce A. Scott)
 - Provost needs to be involved with site visits
- ❖ Summer Contact Hours (Thad Anglin)
 - The university is not meeting Coordinating Board requirement
 - Requirement is 45-48 hours of instruction a week for each summer session
 - Problem – duration of summer courses and a 40 hour work week
 - Recommendation – modification to the summer schedule to increase class times by 15 minutes
 - **ACTION** – Send format to Deans for approval
- ❖ Graduate Recruitment Workshop (Elton Stetson)
 - Friday, October 24
- ❖ House Bill 1641 – Admission and Scholarship Policies for Graduate and Professional Programs (Elton Stetson)
 - Bill has an impact on all of our graduate admissions
 - Reverses Hopwood
 - Opens up opportunities for this institution
 - More inclusive
- ❖ Call for Federal Initiatives (Elton Stetson)
 - Proposals due to the Office of Graduate Studies and Research by October 10
 - Proposals due to the A&M System by November 1

FY04 Facilities Improvement: (Joyce A. Scott)

- ❖ Deans need to prioritize projects in their areas **ACTION**

Classroom Equipment Updating Process: (Joyce A. Scott)

- ❖ Updating equipment has been the responsibility of departments
 - Departments have limited budgets
- ❖ HEF funding has been used in the past to purchase classroom furnishings
- ❖ Central process needs to be established for regular renewal of furnishings

Classroom Assignment Process: (Joyce A. Scott)

- ❖ Ad Astra Software should be functional for Spring 2004
- ❖ Centralized process needs to be established
- ❖ Provost Murray and Dean Anglin began process last year and will continue this spring

Summer Enrollment: (Elton Stetson)

- ❖ Concern about the budget
- ❖ 102 fewer sections of graduate courses offered compared to prior year (May-Fall)
- ❖ 15-18% decrease
- ❖ Shifts in cross listing

Enrollment Report: (Thad Anglin)

- ❖ After a 14% increase over the past two years, our 12th class day enrollment report indicates a stable overall enrollment
 - Undergraduate enrollment is up 5.30% while graduate enrollment has declined by 380 students
- ❖ New Student Enrollment – Fall 2003= 1,560; Fall 2002=1,548 (0.8% increase)
- ❖ Transfer Student Enrollment – Fall 2003=821; Fall 2002=820
- ❖ Graduation – 200 more degrees awarded this year

Academic Dishonesty, Disciplinary Action, and Harassment: (Elton Stetson)

- ❖ Graduate students are expected to maintain high standards of integrity and honesty in all their scholastic work; faculty are expected to uphold and support student integrity and honesty by maintaining conditions that encourage and enforce academic honesty
- ❖ Faculty need to know the appropriate response
- ❖ Recent cases involving plagiarism, disciplinary actions and removal from programs
- ❖ Review procedure guidelines **ACTION**

Additional Comments:

Mayo College (Joyce A. Scott)

- ❖ Plans to meet with Bill Thompson and the President
- ❖ Should we consider increasing/decreasing Mayo size?
- ❖ Should we allow them to stay as a group throughout the four years?

GA and TA Insurance Cost Increases

- ❖ Suggestion to provide \$1,000 scholarships

Increasing Tuition

- ❖ Perception of quality is greater
- ❖ Does not affect enrollment