

**Deans' Council Minutes**  
**March 10, 2005**

**Present:** Ashley, Doughty, Headley, Hendrix, Langford, Scott, Webber.  
Visitors: P. Bussell and L. Robinson

1. **Career Expo** – Mary Hendrix reported on this first event of the Hunt/Delta/Hopkins Counties Career Consortium that was held at A&M-Commerce on February 15. This event was sponsored by the three counties and funded from Perkins grants. There were 478 high school students in attendance, and 6 campus departments participated along with many local employers.
2. **Composition of Dean's Council** – Joyce Scott asked deans to consider including the Director of Libraries in the group as had formerly been done. Deans were in agreement to extend the invitation.
3. **Constitution Day** – Joyce Scott reported that, under Title IV requirements, campuses receiving these funds had to hold a Constitution Day event on their campuses on September 17. Because this date falls on a Saturday when there are few students, we will designate either the 14<sup>th</sup> or 15<sup>th</sup> for this purpose. JoAnn De Georgio-Lutz will work with Honors Program, SGA and Political Science honorary to plan and present the program and activities for the even.
4. **Instructional Salary Schedule for May Mini** – Ben Doughty inquired about wisdom of capping salaries on May mini as was done for winter mini. Deans agreed to pursue the present plan of integrating May-August components in one summer school for a maximum teaching load of 12 hours.
5. **Fire Safety Inspection Report – (Attachment)** – Joyce Scott and Joe Webber reported on findings of the State Fire Marshall concerning fire safety on campus. Of particular note are prohibitions on smoking and candles in the residence halls (which should be respected in campus buildings as well) and the need to keep Science building laboratory doors into the halls closed at all times.
6. **Revised policy regarding A33.02 Faculty Promotion** – Deans reviewed the discussion draft proposal from the Faculty Senate and approved unanimously. Language referring to the “departmental plan” might be clarified in all three policies if the department's agreed-upon standards were described as criteria instead of “plan.”
7. **Revised policy regarding A12.01 Academic Freedom, Tenure, and Responsibility** - Deans reviewed the discussion draft proposal from the Faculty Senate and approved unanimously.
8. **Revised policy regarding A12.20 Annual Evaluation of Faculty** - Deans reviewed the discussion draft proposal from the Faculty Senate and approved unanimously.
9. **Curriculum Changes** – Deans reviewed curriculum changes (attached) forwarded by the Registrar's Office and recommended approval.
10. **University Studies Council Approvals for spring 2005 – (Attachment)** – Joyce Scott presented a memo from Dr. Kreminski that included several possible Capstone courses. Deans recommended deferring action on these items until the Faculty Senate had acted on the issue of Capstone courses. Other options recommended by the Council will be reviewed by the Deans online.

11. **Texas Success Initiative (TSI) Survey Recommendations – (Attachment)** – Mary Hendrix reported on the Coordinating Board’s survey on developmental education and how A&M-Commerce practices measure up to the best practices outlined. Survey findings suggest A&M-C’s performance is uneven. Among the best practices recommended: Institutions should include a commitment to developmental education in their mission and there should be a central administrative oversight for developmental education. Dean Doughty reported that the Mathematics Department was scheduling a campus visit and demonstration with PLATO for shortly after spring break.
12. **Revised policy regarding A13.20 Good Academic Standing – (Attachment)** – Dr. Headley recommended revision to the policy to make the language consistent with the policies of the Graduate School for the number of courses allowed in a graduate program with grades of C—three at the Master’s level and only two at the doctoral level with an overall gpa of 3.0. The Deans supported the correction unanimously.
13. **Revised policy regarding A12.05 Graduate Faculty Membership – (Attachment)-** Dr. Headley brought forward from the Graduate Council a revision in the policy to allow a department to recommend new faculty be granted a temporary associate membership for three years so that they could teach graduate courses as needed by their departments. Thereafter, the faculty member would have to apply for continuing status on the graduate faculty.
14. **Changes to Admissions criteria for HKSS – (Attachment)** - Dr. Headley reviewed with the deans a statement for departmental admissions criteria for the Master’s program.
15. **Email - Official form of communication from the University (Attachment)** – Mary Hendrix reviewed with deans the proposed policy drawn up by Mike Cagle and Paige Bussell. Deans approved unanimously the recommended language establishing e-mail as the official form of communication for the University and providing each student with a university e-mail address when he or she is admitted.

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**ATTACHMENT FOR AGENDA ITEM #10**

To: Dr. Joyce Scott  
Provost and Vice President for Academic and Student Affairs  
From: Dr. Rick Kreminski  
Chair, University Studies Council  
Re: US Council approvals for spring 2005  
Date: March 3, 2005

The University Studies Council met on March 2, 2005, to reconsider requests from three departments for classes to be incorporated into University Studies. The items listed below were approved. [These requests were each originally made in Fall 2004. Based on the submitted documentation, the Council had requested further supporting materials, and, in the case of departments seeking approval of a Capstone, the Council requested a departmental presentation to the membership (followed by a question/answer period).]

Social Work  
Social Work 340 Global Perspectives of Human Welfare  
APPROVED (UNANIMOUSLY) AS A CAPSTONE, WITH UNDERSTANDING THAT WRITING  
REQUIREMENT WILL BE ENHANCED (AND MADE COMPARABLE TO THAT IN CAPSTONES SUCH AS  
MUS 436, BA 444, ETC)

Health Kinesiology and Sports Studies

FRA 100-164 (Fitness and Recreational Activity classes – 1 credit hour each)

(100 Lifetime Fitness, 101 Aerobic Conditioning by walking or jogging, 102 Aerobic Dance, 103 Aquatic Fitness, 104 Beginning Triathlon, 105 Weight Training, 110 Beginning Swimming, 111 Beginning Scuba, 112 Lifeguarding, 113 Water Safety Instructor, 114 Water Polo, 120 Varsity Sport, 121 Badminton, 122 Golf, 123 Handball, 124 Racquetball, 125 Tennis, 130 Basketball, 131 Flag Football, 132 Soccer, 133 Softball, 134 Volleyball, 140 Backpacking and camping, 141 Canoeing and Kayaking, 142 Downhill Skiing, 143 Fly fishing, 144 Horsemanship, 145 Mountain Biking, 146 Rock Climbing, 147 Sailing and Windsurfing, 160 Fencing, 161 Karate, 162 Skeet and Trap Shooting, 163 Social and Popular Dance, 164 Yoga)

APPROVED (UNANIMOUSLY) TO ALLOW THESE 1-CREDIT HOUR COURSES AS AN OPTION IN PHYSICAL EDUCATION CATEGORY, WITH UNDERSTANDING THAT FRA 100 MAY BE REPEATED AS NECESSARY FOR STUDENTS WITH SPECIAL NEEDS

Mass Media, Communication and Theater

The 340 “History of the Theatre I”

APPROVED (UNANIMOUSLY) AS OPTION IN VISUAL AND PERFORMING ARTS CATEGORY

The 440 “History of the Theatre II: The Theatre of Revolt”

APPROVED (UNANIMOUSLY) AS OPTION IN VISUAL AND PERFORMING ARTS CATEGORY

Spc 201 “Studies in Human Communication”

APPROVED (UNANIMOUSLY) AS OPTION IN HUMANITIES CATEGORY

The Council also considered a request for a second capstone from Social Work, namely for Social Work “Human Service Careers with Children”. The Council felt that based on the material it had to review the course currently may lack sufficient interdisciplinarity, emphasis on critical thinking, and writing, to be a capstone. The department is welcome to resubmit the proposal at a later time.

The Council (all but one of whom were present for the March 2 meeting):

Dr. Bill Bolin, Literature and Languages

Dr. Judy Ford, History

Dr. Dale Funderburk, Economics

Dr. Ted Hansen, Music

Dr. Jim Hardy, Secondary and Higher Education

Dr. Rick Kreminski, Mathematics

Dr. Brenda Moore, Social Work

Dr. Gil Naizer, Elementary Education

Ms. Ruth Riley, Business Administration and Management Information Systems