

**Deans' Council Minutes**  
**April 12, 2005**

**Review of 2nd- 5<sup>th</sup> Year Probationary Faculty:** Deans conducted review of probationary faculty and made recommendations to the Provost.

**Executive Summary Narrative & Tables RE: Non-Returnees:** Dr. Scott shared 12<sup>th</sup>-day data about non-returning students from fall semester. Non-returnees are more likely to be white or African-American male or Hispanic female. Mean GPA for non-returnees is 1.37 and median is .93. Over 50% of non-returnees had GPA less than 1.00, with 30.7% having GPA of .00. Of non-returnees, 62.7% were taking some math: in Math 131, 64% had a grade of D/F/DF and in Math 141, 31.8% had D/F/DF.

**Probationary Faculty Tenure Review:** Dr. Doughty noted under present procedures, there are three possible templates for faculty to use in submitting materials for review with the least information going to departmental colleagues at all stages of evaluation leading up to a tenure decision. Deans agreed that there should be one format for all faculty reviews and that it should be used consistently in all personnel decisions. Dr. Scott proposed to work with Deans' designees to develop a common format for Council review and ultimate submission to Faculty Senate for adoption prior to personnel decisions in fall 2005.

**Revised Procedure A11.07 Conferring of Honorary Degrees and New Rule A11.07.99.R1**

**Conferring of Honorary Degrees:** Deans reviewed the proposed Rule and approved it for referral to the Compliance Officer for posting and implementation.

**Revised Procedure A11.08 Awarding Degrees Posthumously and Rule A11.08.99. R1 Award of**

**Posthumous Degrees:** Deans reviewed the proposed Rule and approved it for referral to the Compliance Officer for posting and implementation.

**Procedure A33.02 Faculty Promotion and Procedure A12.22 Post Tenure Review:** Deans reviewed the final revisions proposed for these procedures by Faculty Senate and endorsed them for the President's approval.

**Self-Assessment Certification:** Deans saw no changes to be made to the accountability certification list for administrative officers.

**Distance Education Fee – Operating Guidelines:** Deans reviewed a draft implementation plan which would see the introduction of \$40 pre credit hour distance education fee for on-line and two-way video courses delivery, effective fall 2005. Further questions were raised: what will happen for students with split enrollments and at what level? What about Mesquite/Navarro students? Distance education fee could probably cover space rentals and free up funds for other priorities.

**University Smoking Policies & Recommendations:** Proposed revisions to the smoking policy were reviewed and discussed. Two items were proposed: No smoking in any university building, breezeway or entrance and the administration would determine appropriate sites for smoking, as opposed to building managers whose identity is often unknown.

**University Services Agreement Contract:** Changes to the consulting contract include one affecting former employees of the institution who, in the first 18 months after their separation, may not be hired at a rate to exceed their old salary rate. Finally, the line officer's signature will be required on all future consulting contracts.

**Early Graduation Checking:** Mary Hendrix presented a draft policy for degree checking to occur at least one semester prior to the intended date of graduation. There are far too many cases of last-minute changes and/or blocking students from graduating because of an oversight that should have been caught at the department/advisor level well before the final semester.

**Changes in Orientation:** Mary Hendrix reviewed a summary of changes in orientation proposed by Rick Miller to format a one-day event with primary focus on parents/families and academics.

**Friends of the Library:** Dr. Paul Zelhart circulated a draft proposal for creation of an organization to assist the Gee Libraries in fund-raising and in managing gifts to the university. Further discussion will occur with the Advancement Office and campus.