

## Deans' Council Minutes--February 21, 2006

**Faculty Evaluation and Merit** - President McFarland and Deans discussed current procedures and problems associated with a lack of University expectations, lack of clarity about differences between baccalaureate, master's, doctoral missions for departments, and no standard teaching evaluation tools. Concerns about evaluation of teaching: no commonality, tools are not nationally normed, departments discredit evaluations from online courses. The challenge is to create a culture of accountability. Council agreed to retreat to discuss and plan for an August retreat for Heads on topics of University expectations, quality indicators, and evaluative tools.

**Procedure 12.20** - Deans' Council Members will review in detail for next meeting.

**Evaluation of Teaching** - Joyce Scott will contact national associations for recommendations about readily available tools for evaluation of teaching. Several members mentioned IDEA from Kansas State.

**Advising Problems** - Mary Hendrix outlined deficiencies in advising practices and proposed to create an Advisors' Manual to be used in training faculty and professional advisors.. Reference was made to several degree audit tools now in use, none reliably. With the advent of Banner CAPP, A&M-C should make a commitment to abandon all the ad hoc tools in favor of one that is updated and maintained as the authoritative source for all program planning. Deans will submit information about college processes. Dr. Murph will analyze Banner to determine how it facilitates managing advising assignments and publishing degree checks and report back.

**International Friendly Campus Project** - Yvette Underdue Murph reported on the AASCU project and the requirements for participation. Dean Webber moved approval and Deans supported the effort unanimously. Dr. Murph will work with Jaime Harper to adapt Website to serve international students.

**Small Class Reports** - Joyce Scott reviewed the list with deans and asked for corrections or explanations. Dean Langford noted that his college's report needed corrections.

**May Commencement Schedule** - Joyce Scott reported there will be four May ceremonies with master's students in Business and Technology marching with undergraduates. This will allow 5-7 guest tickets for every graduate. Dean Ashley asked that Education and Human Services not be last and asked who was to invite speakers.

**Work Schedule Week of May 29** - A&M-C will be off on Memorial Day and then work four 10-hour days to get 40 hours coverage that week.

**CBT Reorganization** - The proposal was approved by Faculty Senate and the President with the sole change being the name of the Department of Applied Sciences.

**HB 1172 - Total Hours to Degree** - (Attachment) – Dr. Sherion Jackson, President of Faculty Senate, joined Council for discussion of HB 1172 requirements to reduce degree hours. Legislation expectations—to reduce all bachelor's degrees to 120 hours unless there are compelling reasons to do otherwise (accreditation, state licensure, etc.). Members remarked that reductions in degree hours will cost formula funding and reduce operating budgets. Members formulated a process for handling the larger review and adopted some preparatory steps

- Reduce final total hours by 3 in all cases where Capstone course has been deleted
- Verify total hours for all degrees with departments and reconcile totals with THECB
- Check all program accreditations for minimum and maximum hours for the bachelors degree
- Check all regulatory/licensure agencies for minimum/maximum hours for eligibility
- Check other institutions in the state for hours allotted to physical activity courses
- Explore “bundling” of courses to meet multiple requirements by one course

- Identify and accommodate any “hidden” pre-requisites
- Recommend in-depth review of credit assigned to non-core courses such as Freshman Success Seminar and Lion Camp
- Verify that there are no programs still on the books that have not graduated substantial numbers of students in past five years
- Confirm that all courses not offered or not “made” in past three years have been deleted from the course inventory
- Consult with Registrar and Faculty Senate Curriculum Committee for other ideas to reduce program bulk

**Mini Term Enrollments** - (Attachment) - Deans Council Members will review aggregate information after it is prepared. It appears that enrollments and sch generated are declining.

**Good of the Order** –

Dean Webber reminded members of upcoming campus events: Nikki Giovanni, Health Fair, University Day, final review of MSC building requirements, Greek Boot Camp.

Dr. Zelhart reported that the first-floor computer lab in the Library is complete and that an inventory of the stacks has also been completed under the leadership of Sue Weatherbee. Results: 463,706 total books in stacks; 6048 total books not found (1.3%); 604 books with wrong call number; 115 books in wrong location; 116 books not in the system; 25 misplaced books found.

Dean Headley reported that the THECB Graduate Education Advisory Committee is addressing issues of diversity in graduate education and formulation of a strategic Plan for Quality Graduate Education.

Dean Ashley reminded members of the CREATE workshop on Friday and announced that Dr. Tyson Bennett has accepted a position with Sherman ISD.

**First Year Probationary Faculty Votes** - The academic deans and the Provost reviewed departmental and collegiate recommendations for first-year faculty, and the Deans made their recommendations.