

Deans' Council Agenda September 27, 2005

Present: F. Ashley, A. Headley, M. Hendrix, J. Klein, J. Scott, J. Webber, P. Zelhart.

FY '06 Salary Plan - Terry Pankratz reviewed funding and general guidelines for FY 06 salary program for classified/professional staff and faculty. For staff earning less than \$20,000 per year, there will be a pay-plan adjustment of \$650, and related categories will be improved over the next three years with the net effect of increasing the starting salaries for grades 1-9.

Joyce Scott noted that Randy McBroom had completed a faculty salary equity study in the spring, using the previous equity study guidelines which the Faculty Senate had reaffirmed in spring 2005. The study identified several faculty whose salaries are below peer averages. Scott explained that the University could not fund all improvements in this year and asked the deans to consider a three-year process. They agreed.

Deans considered the faculty salary plan and suitable criteria for merit salary increases. Allan Headley recommended that criteria be weighted toward research and creative activity as well as publication in peer reviewed outlets. His suggestion was adopted. Deans further detailed good teaching and meaningful service to include advising, university service on committees or in governance, and productive service to the profession. In terms of method for allocation, deans agreed to award increases in increments of \$250.

Transfer Recruiting & Retention Plan/Strategies - Rebecca Anderson reviewed fall 2005 transfer numbers, noting a total of 875 new students for a decrease of 71 students or -7.5% from fall 2004. She displayed a map of immediate recruiting area and competing institutions. A summary report on Texas feeder schools showed declines in numbers of recruits in some areas and increases in others. She inquired how far afield deans thought we should recruit—Alabama, Mississippi, Georgia, for example. Deans indicated they prefer we do a better job with Texas institutions and use mail/email strategies with those students at considerable distance. Ms. Anderson circulated a schedule of recruiting trips for fall.

Department Name Changes in College of Education and Human Services- ATTACHMENT - Frank Ashley reviewed proposed reorganization changes in the College. Changes in department names and relationships would be as follows: ELED to Curriculum and Instruction; SHED and EDAD to Educational Leadership. Deans voted unanimously to support the proposed changes. The Provost will route the recommendation to the Faculty Senate for further deliberation.

Involving Academic Deans in the Recruitment Process - ATTACHMENT - Joyce Scott shared with deans the procedure developed by Robert Hodges and Summer Gaskill to enhance recruiting by involving deans early in freshman recruiting. Deans reviewed the procedure and endorsed it. Draft letters for each dean will be prepared by Tele-counseling staff and circulated for deans' personal review and editing.

Computer Labs - ATTACHMENT - Joyce Scott deferred discussion pending final report on all instructional computing labs.

Planning for 2006 - A Look at Summer School 2005 Expenditures - Joyce Scott indicated that data would soon be ready and asked deans to think about how to reduce administrative costs. She also reported on enrollments for summer 2005 and confirmed deans' earlier question if class sections could meet a higher standard for "make," to enroll 15 students for undergraduate courses and 10 students for graduate courses. Summer School Guidelines will be revised accordingly.

Disability Training Network for TAMUS - ATTACHMENT – Information was distributed about a new service from TAMUS, which appears to be a good source for expert trainers.

Fall 2005 Admissions (First Time & Readmissions) - ATTACHMENT - Joyce Scott distributed 12th day information compiled by TAMUS and note that several campuses are experiencing slowed growth or decreases in student numbers.

Intern/Coop Program with L-3 ComCept - ATTACHMENT - Allan Headley briefed the deans on the potential for a new collaborative relationship with L-3 ComCept in Rockwall whereby TAMU-C students could pursue paid internships at the industrial site. He presented a draft agreement for deans' review and discussion. Deans expressed concern about the use of the term "internship" in the agreement and how that would compare to practica and internships in education, social service and mental health programs. Deans agreed to limit the language in the agreement to Co-op experience. Allan Headley will revise the text and circulate it again.

Drop Procedure (Draft) - ATTACHMENT - Mary Hendrix reviewed a draft revision of the drop procedure which would move the final drop date to a week after mid-term. The purpose of the change is to enhance academic standards, clarify expectations for students and reflect what we have learned from research on retention. Deans suggested modest revisions and clarifications. The procedure will be reviewed at the next meeting and then sent to the Faculty Senate for their review.

TAMUS Programs by CIP - ATTACHMENT - Joyce Scott distributed a summary prepared by system staff and asked deans to review with an eye to possible programs we should consider for A&M-Commerce.

Tenure Information Summary - ATTACHMENT - Joyce Scott distributed data on campus tenure actions and post-tenure review. These were requested by Regent Gramm working with the system academic affairs staff.

Chemical Hygiene Officer Duties & Responsibilities (Draft) - (ATTACHMENT) - Joyce Scott shared a functional outline of duties that could be assigned to an individual in departments where there are potentially hazardous chemicals in the building.

Class scheduling -- Summaries of Approved and Unapproved Class Blocks for Fall 2005 and Spring 2006 were distributed. Joyce Scott asked the deans to review them for their potential to be re-aligned to fit standard time blocks and thereby accommodate a larger number of class sections in a single room.

Additional Information to be discussed at next meeting:
American Council on Education (ACE) Nominations
Selection of a Student Regent