

Deans Council
January 5, 2010, 9:00 am

Present:

Dr. Lemanski
Dr. McBroom
Dr. Evans
Dr. Langford
Dr. Mangus
Dr. Sampson (substitute for Dr. Headley)
Greta Spradling

Guest:

Dr. McElhany
Dr. Larkin

Agenda Items:

1. **Syllabus Template (for Distance Learning) – Dr. Larkin** (Handout)
Approved – All classes will have a web presence (syllabus & faculty vita) by Fall 2010. Web presence will be attempted for Summer I. Summer II is a chance to make improvements. Mandated to be in place Fall 2010.
2. (a.) **CIP Code Revisions – Dr. McBroom** (Handout)
Changes to current program hours are due to Dr. McBroom by February 1. Make a note of programs no longer offered.
(b.) **Class Utilization Report - Dr. McBroom** (Handout)
This is information to keep consider in every department. State reviews utilization reports before approving new construction.
3. **Retreat Follow-up – Dr. McBroom** (Handout)
A Nursing Program will be added to Art & Sciences
There will be organizational changes within Academic Affairs
4. **Earmark Requests – Dr. Sampson** (Handout)
DC trip is scheduled for February 9-11. Deans are to provide names of who will be attending (to Spradling) Monday. Meetings will be 20 minutes with 5 minute PowerPoints presentations. Dr. Jones is making travel arrangements.
5. **Streaming Video Collections – Dr. Lemanski** (Handout)
Dr. Lemanski provided a pamphlet on Streaming Video. Spradling will research costs and request sample videos.
6. **Doctoral Dissertation Workload Policy – Dr. Sampson** (Handouts)
Tabled – Dr. Sampson will work through document
7. **Open Forum**

- Administrative Training for Department Heads
- Pizza meeting for Faculty (Jan/Feb)
- Winter Mini – made money but went over budget by \$62,000

Action Items:

Monday, January 11 trip, depart BA at 11:00 am

CIP Code Revisions due to Dr. McBroom by February 1

DC trip, second week of February, Deans provide names to Spradling for Lemanski

Web Presence for all courses (trial run) Summer I 2010

Web Presence for all courses (mandated) Fall 2010

1% allocations are due to Cynthia Rhodes, Friday, January 8.

Suggestions:

Invite THECB to Doctoral Luncheon on Campus

Next Meeting: January 11, discussion during road trip.