

Deans Council Minutes

BA Boardroom

April 27, 2010, 9:00 – 11:00 a.m.

Present:

Dr. Lemanski
Dr. McBroom
Dr. Evans
Dr. Langford
Dr. Weeks for Dr. Mangus
Dr. Headley
Cynthia Rhodes
Greta Spradling

Guest:

Leigh Powell – Course Substitutions for Students with Disabilities (handout) – Leigh reviewed the proposed new policy with the Deans. The Deans request a signature line for both the Department Head and the Dean when approving a student under the policy.

Dr. Mary Hendrix – MITC with Commerce, Tarleton, and Navarro – Midlothian Chamber of Commerce is very eager to have colleges from the A&M System in their city. Enrollment is up 38%. Navarro will submit the MITC paperwork for approval. Commerce will offer Business and Education classes. Tarleton will offer Ag classes. Appropriation dollars are needed to fund the MITC program.

1. Budget Coordinator – Cynthia Rhodes
 - Summer contracts have been sent to the Deans to distribute to the departments.
 - Watch for summer enrollment numbers. Adjust stipend dollar amounts if enrollment is low.
 - Classes are filling and additional section may be needed. (comment from Langford and Weeks)

2. Update on Doctoral Coordinator's Committee – Dr. Allan Headley
 - Adjunct pay for Faculty with release time
 - Why are some faculty receiving release time for taking Advising responsibility?
 - Outstanding new faculty need to be hired at a level to include as members of Graduate Faculty.
 - Summer workload – 4 classes to equal full salary
 - Need to raise Doctoral stipends from \$10,000 to \$12,000 plus tuition remission.
 - **Action: Deans will meet individually with Doctoral Coordinators.**

3. Graduate Assistantships – Dr. Allan Headley
 - Headley and the Deans are working on a new GA distribution for Fall 2010.

- It will be ready in time for the budget.
 - Provost would like to see non-Academic GA assignments.
 - McBroom requested GARs for research.
4. HB 2504 Update – Greta Spradling
- Identified area where TAMU-C is in compliance with HB2504.
 - Faculty are requesting guidelines for the Syllabus and CV. This information will be provided.
 - Committee has evaluated Digital Measures with a technician and found it acceptable for HB 2504 purposes.
 - **Action: McBroom stated Digital Measures will be purchased and implemented within 3 weeks.**
 - Hal Langford and his College will be the pilot for summer since they have Digital Measures.
 - Board Approval of Program Fees will help with meeting Section 3a, Clear Publication of cost of attendance.
 - A full report will be given at Monday's Department Head Luncheon.
5. 12.01.99.R0.02 - Annual Evaluation of Faculty Procedure (handout) – Greta Spradling
- The evaluation forms were updated but the Procedure does not include Professional Track Faculty or Post Tenure Review.
 - **Action: Dr. Lemanski has asked Dr. Mangus and others to revise the Procedure and return to Deans Council by early Summer.**
6. Report on Low Producing Programs (handout) – Dr. Randy McBroom
- Update was provided.
7. Textbook Costs
- **Action: Hal Langford will form a committee and discuss options for the University for e-Textbooks, textbook rentals, and requiring notebook computers.**
 - Pearson & E-College offer a 50% discount on e-books through their portal. They also have rental program.
8. Open Forum
- UCD – it does not look like we will be moving to new space in the Fall 2010. University is not getting return on investment with only 6 students in undergrad program. **Provost will speak with President regarding UCD.** There is hope that Graduate course will show a return.
 - Deans were happy with Dr. McBroom's responses to Frank Ashley's questions.

- Dr. Headley reported on the Graduate Expo.
 - 191 attended Expo
 - 71 submitted applications
 - 39 eligible to register
 - 17 have registered
- Dr. Langford gave an update on his China Recruitment Trip. He will distribute a complete written report.

Next Meeting: May 11, 9:00 am