

**Deans Council Minutes**  
Boardroom BA 290  
June 22, 2010, 9:00 – 11:00 a.m.

**Present:**

Dr. Lemanski  
Dr. Evans  
Dr. Langford  
Dr. Mangus  
Dr. Headley  
Greta Spradling  
Greg Mitchell  
Cynthia Rhodes  
Amy Patrick

**Guest:**

Jack Harred  
Alicia Currin  
Randy VanDeven

**Not Present:**

Dr. McBroom

**Agenda Items:**

**Guest: 9:00 a.m. Jack Harred – Faculty Allocation (Dowling) Report** (handout)

Jack Harred presented the Faculty Allocation report. The data is collected from the Texas Higher Education Coordinating Board. The report included departments and faculty listings with formulas for teaching loads and administrative rolls. The report indicated the faculty members who were teaching above and below the target workload. The Deans expressed a concern regarding incorrect data. **Action Item:** A meeting is needed to review where the data is coming from and if it is accurate. Dr. Lemanski has asked that this report be generated each semester.

**Guest: 9:15 a.m. Alicia Currin – Formula Funding** (handout)

Alicia Currin made a presentation titled Formula Funding Overview. The Power Point presentation provided comprehensive information for anyone who has questions on how the University is budgeted by the state and how dollars are generated. (Contact Alicia Currin or Greta Spradling for a copy of the presentation.)

Alicia also discussed Course Fees. There are currently over 500 individual accounts. The new fiscal year will begin the Instructional Enhancement Fee. Current fees in accounts will remain with the college. It was decided to consolidate fees by department for spending. The Deans requested a report by department to manage the enhancement accounts.

**Guest: 10:00 a.m. Randy VanDeven – Priority Planning**

Randy VanDeven will distribute a memo to all Vice President's and Deans regarding fundraising priorities. **Action Item:** Questionnaires are due to Randy VanDeven by October 1, 2010 with a copy going to the provost.

**1. Policy & Procedure revisions (handouts) – Dr. Allan Headley**

- a. 24.01.01.R0.02, Infectious Biohazards and/or rDNA, **Approved**
- b. 12.04.99.R0.02, Graduate Faculty Membership, **Approved**

The procedure was approved by the Deans Council but an amendment is needed before submitting to PAC. There are questions regarding the two classes of Graduate Faculty. The Deans prefer only one class of Graduate Faculty.

c. 11.04.99.R0.22, Doctoral Research Tools, **Approved**

The Deans are in agreement with the procedure and asked that 1.5 be removed. This amendment will be needed before submitting to PAC.

d. 11.04.99.R0.19, Graduate Student Course Load, **Approved**

The meeting ended at 11:00 a.m. before all the agenda items could be addressed. The following agenda items were tabled until the next Deans Council meeting.

- Faculty Handbook (revised 2010) has been posted to the website
- 3-5 Year Probationary Faculty, 6<sup>th</sup> Year Probationary Faculty and Promotion Review – due before September 15 (handout)
- House Bill 2504 update – Greta Spradling
- Reminders
  - GA requests due June 30 to Cynthia Rhodes
  - Star Award application for Art program at UCD is due August 10 (Dr. Evans)
- Open Forum

**Action Items:**

- Faculty Allocation Report – clarify the source of the data and accuracy
- Faculty Allocation Report – present report each semester.
- Fundraising questionnaires are due to Randy VanDeven by October 1, 2010 with a copy going to the provost.
- 11.04.99.R0.22, Doctoral Research Tools – Remove 1.5 to procedure before submitting to PAC. Line 1.5 states, “The Introductory Statistics courses may be satisfied by the successful completion of a proficiency examination over that course.”
- 12.04.99.R0.02, Graduate Faculty Membership – Remove Associate Member designation and submit to PAC.
- Submit to PAC the following approve Policy and Procedures:
  - 24.01.01.R0.02, Infectious Biohazards and/or rDNA
  - 12.04.99.R0.02, Graduate Faculty Membership
  - 11.04.99.R0.22, Doctoral Research Tools
  - 11.04.99.R0.19, Graduate Student Course Load

**Next Meeting:** July 13, 9:00 a.m.