

Dean's Council Minutes

July 10, 2003

Present: Dr. Finnie Murray; Ms. Mary Hendrix; Dr. Rick Kreminski; Dr. Jerry Hutton; Dr. Hal Langford; Dr. Mathew Kanjirathinkal; Ms. Deb Murray

Absent: Dr. Thad Anglin; Dr. Joe Webber

Announcements:

Nominations for the Toulouse Scholarship are due to the Graduate School by no later than July 29, 2003. We have not had any nominations for the past two years, so please get nominations in and do not leave this scholarship on the table.

A retirement reception will be held for Jerry Hutton on August 22, 2003.

The space utilization project will be delayed until winter due to several issues that are being worked out with the scheduling software. Mary Hendrix will work with the college deans during the fall to remove rooms that are currently not being used.

Dr. Hutton announced the Alternative Certification Program has been very successful despite a late start. He feels that numbers in this program may double by next year.

Mary Hendrix announced that the Bachelor of Arts and Applied Sciences and the Bachelor of Science in Wildlife have both been approved by the The Texas Higher Education Coordinating Board and **Southern Association of Colleges.**

Dr. Hutton spoke about the Texas Association of Future Educators (TAFE) camp that will be conducted on campus. Numbers in this camp have steadily increased, and students from all parts of the state are attending. Dr. Langford suggested more academic camps is a possibility that departments should explore, based on the success of the TAFE Camp.

Grantsmanship Workshop

Deb Murray, Extended University, asked the deans if there would be sufficient interest among faculty to participate again this year in the Grantsmanship Workshop. All deans agreed this was a worthwhile endeavor. Cost per participant is \$775 per person (or \$725 per person if we have three or more participants from this institution). Dr. Kreminski suggested that new faculty may benefit most from this workshop. The workshop will be held the last week of January, 2004.

Great Explanations Project

Dr. Mathew Kanjirathinkal and Ms. Deb Murray discussed the creation and implementation process for the Great Explanations Project. The project will provide online instruction for students on concepts that are not easily grasped in the classroom environment. Short tutorials on topics identified by students and faculty would be available online for unlimited use by students. The tutorial could be played repeatedly until the concept is mastered.

Ms. Murray distributed a draft of a student survey to identify topics to be used for the pilot program. Upon review, the deans had many suggestions on modifying the survey including: (1) splitting the current survey to provide a survey for students and another for faculty; (2) including additional choices for identifying topics and;(3) requiring Freshman Success Seminar students to take the survey as part of their seminar assignments. It was suggested that Freshman Success Seminar students would receive a printed sheet acknowledging completion of the survey to turn in for credit. Technology needed to develop this project is currently available through the Instructional Technology and Distance Education department. Jeremy McMillen would also like to monitor this site to see how and what students access.

Ms. Murray asked deans about the appropriate method to distribute this information to faculty. Deans suggested waiting until fall faculty meetings are conducted. The project will be presented at college fall faculty meetings, and Ms. Murray will prepare a short Power Point presentation. It was suggested that the presentation be made by a faculty member or peer of the faculty. After the presentations, an e-mail will be sent to all faculty with a link to the faculty survey. The student survey will be presented on WEBTRAX.

Ms. Murray will provide new drafts of the student and faculty surveys to deans for their editing and comments prior to the beginning of the fall semester.

The group felt that this may be a learning object repository program that could be copywrited and could ultimately become a university asset.

Approval of Procedure A13.14- Application for Graduation and Commencement Participation

Procedures A13.14 was approved as presented. The official version will be placed on the web.

HEAF FUNDS

HEAF funds were discussed. Preliminary requests were given to Dr. Murray; however, since Enrollment Management and Student Affairs were not

represented at the meeting, it was decided to continue the HEAF fund discussions at the next deans' council.

The meeting was adjourned.