

**Deans' Council Minutes**  
**April 28, 2004**

1. **A11.40 Academic Probation, Retention and Suspension from Graduate Programs Procedure** – Deans supported unanimously. The Graduate Council's proposed changes to A11.40 (attached). The revised procedure will be forwarded to the President for final action.
2. **A11.49 Graduate Level Courses by Independent Study Procedure** – Deans supported unanimously. The Graduate Council's proposed changes (attached). The revised procedure will be forwarded to the President for final action.
3. **Ed.D. in SCI-Elementary at the Metroplex Center** – Deans approved unanimously, the Graduate Council's recommendation to deliver the Ed.D. in Supervision, Curriculum, and Instruction-Elementary at the Metroplex Center. The campus will seek authorization from the Texas Higher Education Coordinating Board to deliver the program at the Metroplex Center.
4. **Graduate Scholarships for International Students** – Questions about graduate scholarships for international students were referred to Dean Anglin, who will report back.
5. **Dissertation Course Reduction** – Deans' Council reviewed the summary of Course Reduction Status for Completed Dissertations (attached), and discussed how best to provide relief for faculty who have several students writing at the same time. Deans agreed that TAMU-Commerce must proceed to award release time and dispose of the backlog of accumulated release credits.
6. **Accomplishments of the Graduate Council and Graduate School Staff** – Dean Stetson offered reports on the work of the Graduate Council and Graduate Studies office (attached). Deans congratulated the Council and the staff.
7. **Orientation** – Mary Hendrix reported that online orientation and registration will be available online by the end of May.
8. **Enrollment Reports** – Data shows decline in '04 May-Mini pre-registered students as compared to '03 enrollees. Deans discussed how to boost May-Mini enrollments. Dean Seifert indicated a large enrollment for certain courses at Mesquite. He expects to add five new sections at Mesquite and Navarro.

9. **Capital Projects for 06-07** – Provost Scott reported on plans for capital project requests for the 06-07 biennium. Priorities identified to date include a new Music Building, a Library remodel, funding for asbestos abatement and demolition of old and unused buildings, Social Sciences, and Hall of Languages.
10. **Special Items for 06-07 Biennium** – Dr. Scott asked deans to submit small projects lists and special item requests for the biennium.
11. **Honors Day** – Deans express appreciation for the work of Dr. DiGeorgio-Lutz and Mrs. Paul Elliot
12. **Dead Week** – Deans discussed the confusion now generated by this concept and student complaints about final exams being scheduled in this period. Deans agreed unanimously to recommend Dead Week be abolished. Dr. Scott asked that all references to Dead Week be removed from university publications.
13. **Catalogue** – Discussion of university catalogues focused on lack of sufficient funding for annual publication. Deans suggested several strategies:
  - Print catalogues every two years; one in even-numbered years and the other in odd-numbered years
  - Publish catalogue online and via CD for ease of distribution and to reduce cost
  - Reduce size of catalogues by eliminating redundancy: limit individual program outlines to one page each
  - Accelerate course and curriculum update process and simplify, providing several (and earlier) cycles each year
14. **Title IV Funds and – Student Withdrawals/Student Receiving all F’s for the Semester** – Dean Anglin reported on the federal requirement that students who withdraw or receive all F’s in a semester must pay back Title IV funds or the institution is liable for the return of funds.