

## Deans' Council Minutes--August 16, 2005

**Present:** F. Ashley, A. Headley, H. Langford, J. Klein, J. Scott, J. Webber, P. Zelhart

**Course Fees (Attachment via email)** - Joyce Scott reviewed the balances and a few guidelines: fees are intended to support direct instruction in specific courses; large balances are not expected and will result in close scrutiny of program and use. There will be quarterly reports for departments.

**Class Room Assignments for Fall 2005** – Discussion focused on utilization of rooms that remain in the inventory, reclassification of some listed as classrooms but not used that way, and improving the rooms that are assigned. Improvements will include moving newer furniture into open rooms, relocating media equipment, and increasing blackboard space or other tools for instruction.

**Search Planning & Advertisement** – Deans are asked to submit to Academic & Student Affairs a spreadsheet of the searches they wish to conduct in AY 2005-06. The Provost will place ads for these positions in the *Chronicle*, *Diversity Issues in Higher Education*, and *Hispanic Outlook*. Ads on disciplinary Websites or in professional journals will be the department's responsibility. Ads will appear in September. Colleges are urged to form committees and expedite searches so TAMU-C can be fully competitive and make appointments early in the spring.

**On-Campus Curriculum Review for Establishing New Minors (Attachment)** – The Provost distributed procedure **A03.01 Program Development and Curriculum Approval Process** and asked the Council to review the text and come prepared to make recommendations for revisions at the next meeting.

**Faculty Involvement with Major Scholarship Programs** – There is concern about the number of good students in the Blue & Gold, Presidential and Academic Excellence who choose not to return to campus. The Council will discuss the desirability of inviting faculty mentors for each group of students and of organizing some awards and recognition functions for these students. Deans will discuss this item at the next meeting. Criteria and awards are outlined below:

<u>Type of Scholarship</u>	<u>ACT/SAT</u>	<u>Amount per year</u>
Blue & Gold	23/1050	\$500
Academic Excellence	25/1180	\$1000
Presidential	28/1270	\$1500
Housing for Freshmen	23/1050	\$1000

<u>Type of Scholarship</u>	<u>Hours</u>	<u>GPA</u>	
Transfer	45 transferable	3.0 cumulative	\$3,000 total value
Phi Theta Kappa	45 transferable	3.0 cum, member PTK	\$5,000 total value
P T K All-State	45 transferable	3.5 cum, member PTKAll-State nom	+3,000

Renewal for all scholarships requires

- completing 15 hours each semester and
- maintaining a 3.0 semester and cumulative 3.0 GPA (3.5 for Phi Theta Kappa All-State).

Requirements can also be found at: [www.tamu-commerce.edu/scholarship](http://www.tamu-commerce.edu/scholarship). Click on Freshman or Transfer.

**McKinney - TTVN Room Reserved for TAMU-C** – Dean Langford reported that he had worked with staff at Collin County Community College at McKinney to equip a classroom for TTVN reception. The Business and Technology Faculty will use the room 6:15-8:50 Monday-Thursday nights but it will be available for other Commerce users at other times.

**Computer Labs** – There is concern that we may be oversupplied in open computer labs that are not getting much student use. Preference would be to have good public computer labs on the first floor of the Library for general campus use and close down some of the labs requiring supervision in various buildings across campus.

**AIM (ACT Information Manager), EIS and EMAS Presentation** - Robert Hodges reviewed the capabilities of the various enrollment management resources for the deans. A protocol will be developed for use campus-wide so that deans can recruit most qualified students directly using the information and services provided by these resources.

Dean Headley mentioned that the A&M System Federal Relations staff will be on campus September 1 and again September 26 to discuss prospective Federal Initiatives. These individuals have been impressed with Dr. Horton's proposal for airline security and want to see more proposals from our campus.

Dr. Zelhart noted that the library would soon be interviewing candidates for the position of Science Librarian. He requested that faculty from the science departments be invited to participate in the interview processes as faculty input is very important in this selection.

Deans expressed concern about unavailability of CTIS staff to assist in new faculty set up and/or replacing computers for highly productive researchers. Deans think that CTIS is pulling fiber in the new building and are therefore unavailable.