

Deans Council Minutes  
October 1, 2010, 9:00 am

**Present:**

Dr. Larry Lemanski  
Dr. Randy McBroom  
Dr. Salvatore Attardo  
Dr. Hal Langford  
Dr. Brent Mangus

Dr. Allan Headley  
Greg Mitchell  
Cynthia Rhodes  
Amy Patrick  
Greta Spradling

**Agenda Items:**

1. Reorganization of Colleges - Larry Lemanski

The Task Force submitted a proposal for “individuals with the knowledge and skill set to craft a clear argument for change and a clear method to produce that change” be assigned to a Task Force for discussion on Reorganizing of Colleges. Dr. Lemanski appreciates the work of the group and will name a new Task Force to include the Deans. The new task force will meet within the next two weeks and be given a charge from the Provost.

2. Priority Funding Worksheets – Greta Spradling

Worksheets are due to Randy VanDeven today, October 1. Greta will speak with Randy about extending the deadline. Deans are to submit worksheets to Greta this week.

The Deans are requesting Randy include them on calls with prospective donors.

3. Faculty Productivity – Larry Lemanski

The Deans reviewed the productivity report and found flaws with the data, i.e. research credit is missing, deans/administrators negatively rated for not teaching load, and adjunct faculty are listed with a 25% overhead. This is the instrument the Board of Regents utilizes for information. The Deans would like to be able to add comments.

4. Post Award Management - Allan Headley (handout)

Dr. Headley’s report indicates the need for a post award management office. The increased number of grants causes increased management burden for one person. This can result in unspent money being returned to the granting agency.

The Provost has request a list of the grants and the dollar amounts that have been returned. He wants to know why the direct costs are not being spent and why money is being returned.

The Deans Council agreed with Allan’s report regarding Post Award Management of Extramural Funding.

5. Establishment of an Undergraduate Research and Creative Activities Center (CURCA) – Allan Headley (handout)

Dr. Headley presented the idea of an Undergraduate Research and Creative Activities Center. It would provide recruitment, mentors, tracking of research, organized events, annual Poster Day, expand research to more students, and facilitate an advisory board. Individuals were recommended to operate the center; Green, Gruver, and Faulkenberry. The CURCA would collaborate with the Honors College. Recruitment would be through faculty member

recommendations to their students most interested in research. The anticipated start would be Spring of 2011.

Allan will meet with Ray Green and Tom Faulkenberry on this proposed center.

6. Re-appropriations – Larry Lemanski (handout)

Re-appropriations constitutes 50% of the requested amount for Academic Affairs.

7. Policy & Procedure revisions for approval

- 11.04.99.R0.16, Graduate Academic Probation - Allan Headley

Approved, submit to the next PAC meeting.

- 13.99.99.R0.05, Student Appeal of Instructor Evaluation - Greta Spradling

Approved with section 6 stating, “The Dean will render a final decision within 30 days of receiving the committee’s recommendation.” Submit to the next PAC meeting.

8. Policy & Procedure for discussion

- 11.99.99.R0.03, Assignment and Renovation of Space for Academic Purposes

There is a contradiction from 1 to 1.b.2. The statements of responsibility need to match.

- 03.02.99.R0.01, Program Development and Curriculum Approval Process – Randy McBroom

Approved, submit to the next PAC meeting.

Information:

- “23 Ways to Help New Faculty Succeed” Online Seminar will be sponsored by the Provost Office. Greta will purchase and promote.
- Confidential status of employee and student UINs document distributed as a reminder of confidentiality.
- Texas A&M Univ. System, Auto Self Insurance Plan – Larry Lemanski

Open Forum:

- Everyone teaching a course will be eligible and will participate in the Fall 2010 Chancellor’s Award of Excellence. There is a requirement of 3 credit hours or more, minimum of 15 students in class, and 12 students must respond to the survey. The survey cannot be used for the HB 2504 course survey. The top cash award is \$1,500. Winners are eligible every semester.
- Federal Initiatives from Faculty will be due. The Provost has stated last years request will be reviewed and considered.
- Cisco Systems has a video capture system with multiple output capabilities. It also translates voice for closed captioning and foreign languages.
- Dr. Lemanski will be traveling to Latvia at the end of the month. He has requested the Deans submit College Overviews for the PowerPoint. Greta will be working with Marketing Communication to produce the presentation.
- Academic Partnerships will begin with the MBA online program. Lamar has contracted with Academic Partnerships. A visit to Lamar is in order for the Deans and Admissions.

Next Meeting: October 12, 2010