

Deans Council Minutes
Boardroom BA 290
July 26, 2011, 9:00 – 11:10 a.m.
Approved and Distributed: August 1, 2011

Present: Larry Lemanski, Sandy Weeks, Hal Langford, Brent Mangus, Sal Attardo, Jerry Parish, Allan Headley, Greg Mitchell, Edward Romero, Cynthia Rhodes, Anwar Karim, Berri O'Neal, Jack Harred, and Greta Spradling

1. Anwar Karim, the newly hired CIO, attended the Deans Council Meeting. The online scholarship program is the first priority issue for Mr. Karim to resolve for the campus. Greta Spradling will provide updates to Provost Lemanski on the progress. Mr. Karim will be forming a governance to establish priorities for projects and requests made of Technology Services.
2. Dr. Berri O'Neal provided a University Center Dallas update for the Deans Council.
 - A&M-Commerce enrollment at the UCD grew from 664 students in the Fall 2010 to 694 A&M-Commerce students in the Spring 2011. Dr. O'Neal anticipates another increase to total 1,000 A&M-Commerce students for Fall 2011.
 - UCD will offer 81 courses this fall. Dr. O'Neal recommends offering a Higher Education Masters and PhD program and Paralegal Program in Political Science. More classes are needed in Photography. The Accounting courses are doing exceptionally well in downtown Dallas.
 - A&M-Commerce is now located on the 4th floor rather than the first floor of the University Center of Dallas. Signs are being ordered to redirect students. A&M-Commerce now has additional classrooms to offer more courses.
 - The MOU with the other universities at the UCD state that if a program is not offered for two semesters, another university can begin offering the program. This is important to remember when rotating class schedules by semester.
3. Digital Measures - Jack Harred
Jack Harred distributed a training schedule for Digital Measures. The training is for faculty, administrative assistants, department chairs, and deans. Each individual faculty member will

be responsible for loading their tenure data including teaching, research, and service into Digital Measures. Future reports will be pulled from Digital Measures. Mr. Harred has been working with the company to customize the software for A&M-Commerce.

4. Library - Greg Mitchell

- a. Procedure 12.01.99.R0.01, Academic Freedom, Tenure, Promotion and Post Tenure Review was approved by Deans Council with noted revisions. It will be submitted for the next PAC meeting.
- b. Library Faculty status was approved originally at the April 13, 2010, Deans Council Meeting.

5. Five administrators attended the SACS Conference in Fort Worth, July 17-20. Dr. Lemanski recommended they meet to compare conference notes.

6. Dr. Sandy Weeks is writing the SACS Monitoring Report due September 7. Two universities were identified as sources for modeling our SACS report. The SACS winter meeting will be attended by individuals participating in the next SACS accreditation. The QEP kicks off in October with a Conference to build momentum for the entire campus.

7. \$10,000 Bachelors Degree – Larry Lemanski

Academic Affairs is identifying degrees that can be achieved for \$10,000. Strong partnerships are needed with the junior colleges for lower level course completion. Textbooks will need to be affordable. E-books and book rentals are to be considered. Faculty should consider free public domain reference material when suitable. We will be working with Dr. Van Davis of the THECB to come up with an appropriate plan.

8. Information

- a. The Provost has asked the deans to identify 4 or 5 department heads to attend the Department Head Training, September 19 and 20, in College Station.
- b. The Coordinating Board Notice for a meeting of Deans of Education and Deans of Arts & Sciences was distributed. The meeting is scheduled for September 22, 2011, in Austin.

- c. The deans were presented with the THECB approval document from May 23,2011. The document states the new department name of Department of Engineering and Technology and the new program name change to MS in Global Learning.
 - d. The Provost has asked the deans to name ten people to attend the Chancellor's Summit scheduled for September 25-27, in College Station.
 - e. All of the A&M-Commerce agenda items were approved by Board of Regents at the July meeting. These agenda items include:
 - i. Naming "Sonya Erwin Franklin Wetlands Field Laboratory of Texas A&M University-Commerce"
 - ii. Authorization to lease approximately 36,888 square feet of office and classroom space in the City of Dallas
 - iii. Approval to establish the Midlothian Higher Education Center, a Multi-Institutional Teaching Center on the Midlothian Campus of Navarro College, and authorization to request approval from the THECB.
 - iv. Approval of Academic Tenure, July 2011
9. Open Forum
- Dr. Edward Romero, AVP of EEO and Diversity, asked the deans for clarification between Human Resources and Equal Employment Opportunity functions and duties. There is a need for clearly identified responsibilities of each department. Dr. Romero is asking the deans for their support in this effort. Once identified, the roles can be communicated to the campus.

The next Deans Council Meeting is scheduled for Wednesday, August 10, 9:00 a.m. to Noon.