

**Council of Academic Deans Meeting
December 7, 2010**

Summary and Action Items

- **Retired Faculty and Staff Association:** Dr. John Beck and Dr. Ed Burkhardt discussed the benefits of joining the Retired Faculty and Staff Association. They encouraged all retirees to join and asked the Deans to encourage all retiring faculty and staff to join. The website is <http://www.txstate.edu/rfsa>. They highlighted the Association's Fall Social which includes good food, fellowship and a silent auction. During the social the Association presents a scholarship to a Texas State student.

- **Deadlines and Instructions for Fall 2011 Annual Course Change Cycle (RTA 11/30/10):** After reviewing the feedback from the decision to change the review cycle of the annual course calendar, the current calendar will continue. The College Curriculum Committees will be trained by Curriculum Services to alleviate some of the technical errors made on the course forms that delay the course development process.

- **Non-Standard Meeting Times:** Dr. Michael Heintze presented a request from the Department of Geography to offer their two hour labs on the hour increasing the number of labs times that will help alleviate the shortage of lab offerings. The request was endorsed by the Council.