

**Council of Academic Deans Meeting
May 25, 2010**

Summary and Action Items

- **Curriculum Proposals:** The following curriculum proposals were approved by the Council:
 - Change the Bachelor of Science in Technology major in Industrial Technology-Construction Technology
 - Add an undergraduate minor in Applied Mathematics
 - Add an undergraduate certificate in Southeast Asian Studies
 - Change the Master of Applied Geography major in Geography-Land/Area Development and Management
 - Delete the undergraduate minor in Photography
 - Add a Master of Fine Arts major in Communication Design via distance education

- **Unscheduled Classrooms – Spring 2010:** A list of the unscheduled classrooms for the spring semester was distributed to the Deans prior to the meeting. The Deans will review the list of classrooms that were not used for the spring with their Chairs/Directors and use the information as another tool to help meet the demand for additional classes caused by student enrollment increases.

- **Dean's List:** The effectiveness and cost of mailing the Dean's List certificates to students was discussed. The Deans will handle the recognition of students making the Dean's List on an individual basis.

Off Agenda

- **University Plan:** Dr. Cathy Fleuriet shared a draft 2011-2017 University Plan Implementation Timeline. In the 2010-11 academic year, department/schools and colleges will continue to work toward achieving the goals of their existing plans, while at the same time, the University will be completing an update of the environmental scan, mission statement and university goals. Then in the 2011-12 academic year, departments/schools and colleges will create new plans to support University goals.

- **Budget:** Dr. Moore announced that he received a letter from the President regarding the budget situation, including the increased possibility that the five percent reduction in our state appropriations will get much worse as we approach the 2012-2013 biennium. Besides continuing planning discussions, the following measures are effective immediately:
 - Freeze on the filling of vacant non-faculty positions. Non-faculty grant-funded positions are exempt. Justifications for a position that the direct reports feel must be filled should be sent to Dr. Moore via Cindy Waggoner prior to the position request being entered into the EASY system. All justifications to fill vacant non-faculty positions will be reviewed and approved by the President.

 - Travel: All travel will be carefully scrutinized for travel not already booked. Dr. Moore asked the Deans also to scrutinize the requests and to start thinking how travel expenditures might be reduced.

 - Capital Purchases: All capital purchases from general funds will be reviewed to see if they can be deferred.

- **Development:** Dr. Moore announced that the President will be meeting with the Deans to discuss engaging our younger alumni in giving to Texas State. The meeting will be held on 6/10/2010 at 3:00 at the football stadium.

- **Enrollment Report:** Dr. Michael Heintze reported that our application and candidate numbers are up. He believes we will meet our 3% projected enrollment increase.

- **PACE Initiative:** Dr. Moore announced that a PACE Council has been formed and will be chaired by Dr. Beth Wuest on an interim basis until the Dean of Advising is hired. The Council's immediate goals will be discussed at a future CAD meeting.