

**Council of Academic Deans Meeting  
Summary and Action Items**

**April 1, 2008**

- **Curriculum Proposal: Bachelor of Science major in Concrete Industry Management:** Dr. Vedaraman Sriraman was available to answer questions. This unique degree will be the 5<sup>th</sup> one in the nation. The proposal was approved.
  
- **The Work of the Dean:** Dr. Moore emphasized three major responsibilities of a Dean:
  1. have prioritized goals;
  2. hire and utilize Associated Deans;
  3. have standardized polices.

Comments from the Deans regarding situations that need to be addressed:

- Problems with facilities including buildings being too hot or too cold, emergency lights that do not work, insect infestation, elevators that do not work, etc.
- Staff salaries. Topics discussed were salary compression and merit raises.
- Travel budgets for faculty and students.
- Calendar. Deans discussed the need of a coordinated calendar of due dates. Too many items are due in April.
- Program Review. The need for a clear understanding of responsibilities.
- Graduate Enrollment
- Two-year Budget Cycle
- Faculty Merit Timeline