

**Council of Academic Deans Meeting
January 17, 2012**

Summary and Action Items

- **Satisfactory Academic Progress:** Dr. Chris Murr reviewed with the Council the new Title IV Program Integrity Rules and Satisfactory Academic Progress.
- **Petty Cash:** Dr. Bourgeois reminded the Council that generally petty cash should no longer be kept in any offices. But, if there is a circumstance where petty cash is being kept, a procedure should be kept in place regarding the handling of this cash and SBS consulted.
- **Emerging Research University and TRIP Funding:** Dr. Barbara Breier will be working on TRIP funding and will be working to determine if gifts received by Texas State are eligible for submission to the THECB for matching funding.
- **Commencement:** Dr. Bourgeois asked the Deans if they had any objections to moving away from the college banners at commencement to one larger sized Texas State banner that will be placed behind the platform party. If anyone has any objections or concerns, please let Dr. Bourgeois know.
- **Merrick Funds:** The Office of the Provost recently e-mailed the Deans a memo about Merrick Funds, which described what these funds are. Please submit your very brief proposals to Dr. Cynthia Opheim; Dr. Bourgeois and Dr. Opheim will prioritize these proposals before submitting them to the President's Cabinet.
- **Dean's Open Forums:** Dr. Cathy Fleuriet discussed with the Dean's details of the open forums. A schedule will be finalized soon.
- **Strategic Planning:** Dr. Cathy Fleuriet announced to the Council that an e-mail from the Provost would be sent soon regarding Strategic Plan Development. This e-mail will contain 3 attachments: Academic Plan Instructions and Sample Plan, Academic Plan Template, and 2012-2017 University Goals and Initiatives.
- **Read Across Committees:** Dr. Bourgeois announced to the Council that four Read Across Committees will be set by the President's Cabinet regarding Internationalization, Distance Education, Research and Scholarly/Creative Activities, and HSI efforts.
- **Undergraduate Admissions Report:** Dr. Michael Heintze provided the Council with a very preliminary undergraduate admissions report for spring 2012.