

**Council of Academic Deans Meeting  
May 4, 2010**

**Summary and Action Items**

- **Graduate Certificate Program in Long Term Care Administration via Distance Education:** The program was approved.

- **Commencement:**

- **Fall Commencement Survey Results:** Dr. Debbie Thorne stated that the survey was given to graduates this past fall when they picked up their diplomas. The survey results and suggestions received for improvements were discussed.
- **FY11 Commencement Schedule:** The schedule was approved.
- **Spring 2010 Candidate Count:** The candidate count for the spring 2010 ceremonies are comparable to previous years even with the fifth ceremony. Allowing participants to walk was discussed. Information has been sent to candidates informing them of the anticipated large crowds, and that their guests are encouraged to arrive early to the ceremonies to avoid parking and seating problems.

- **Common Calendar, 2012-2021 – Dr. Michael Heintze:** Dr. Michael Heintze discussed the Common Calendar received from the Coordinating Board. Drafts of Texas State's Academic Calendars for 2012 – 2015 were distributed. Because of the revised calendar, commencement will be held as late as December 22 during 2012 and 2013. Any comments regarding the draft calendars should be sent to Dr. Heintze.

- **Streamlining Registration Cancellation in Conjunction with SIS Implementation Project:** Dr. Heintze distributed a proposal to streamline the registration cancellation process. With the implementation of the SIS project, it is proposed that we have one payment cancellation deadline. The Deans will review the proposal and send any suggested changes or comments to Dr. Heintze.

- **Special Groups Registration:** Dr. Heintze distributed a proposed revision to the policy on the Designation of Special Registration Groups. He is requesting that the Deans review the policy and provide feedback to him.

**Off Agenda**

- Dr. Bourgeois clarified that first year faculty employed on or before 9/1/2009 are eligible for merit raises.