

**Council of Academic Deans
December 12, 2006**

Summary and Action Items

- **TREC – Research Support:** Dr. Gail Ryser distributed a handout of 3 general research-support services to be offered by the TREC because of the demand from faculty and the limited number of staff in the TREC.
- **Curriculum Proposals:**
 - Add a Bachelor of General Studies major in General Studies
 - Change the Bachelor of Science in Family and Consumer Science major in Nutrition and Foods
 - Change the Department of Health Administration and the Department of Health Services Research into a School of Health Administration

All proposals were approved by the Council.

- **Statewide College-Readiness Teams:** The Texas Higher Education Coordinating Board is asking for faculty who might serve on 1 of the 4 vertical teams, to assist them in the development of college-readiness standards that will be recommended to the Commissioner of Education and the Commissioner of Higher Education. Micky asked the Deans to submit nominations of faculty members to serve on a Mathematics, Science, Social Sciences, or English/Language Arts team. Nominations are due to THECB by December 20th. Deans need to submit the name of the faculty member, what team they are willing to serve on, and why the Dean is nominating this faculty member no later than Monday, December 18th to Micky Autrey.
- **Commencement Update:** Sarah announced the following changes to December's commencement ceremony: new university mace, new photo opportunities that will be set up in the concourse of Strahan Coliseum, Patrick Rose will be the keynote speaker at Saturday morning's ceremony, and a new diploma cover will be used. Sarah also distributed the candidate count showing that 33 less students applied for graduation than this time last year and December's ceremonies will include 5 Ph.D. graduates from the College of Liberal Arts and the College of Education.
- Dr. Bourgeois announced that an e-mail was sent out to all faculty and staff on Thursday, December 7th from Professional Development regarding the upcoming workshops on records management and records retention. He stressed that one administrative assistant, preferably the senior administrative assistant, from each department and each dean's office needs to attend. The workshops are being held on January 4th and 5th.
- **Telephone System:** Dr. Heintze asked the Deans for very small marketing vignettes about their college and Texas State to add to the telephone system while calls are on hold. Deans need to submit their statement to Dr. Heintze.