

Joint Council of Academic Deans and Council of Chairs
October 5, 2006

Summary & Action Items

- **Managing@TXSTATE:** Mr. John McBride stated that the workshop “Managing@TxState is designed to explain how to do human resources at Texas State. The workshop is modeled after UT at Austin. The Office of Human Resources will solicit input from the chairs as to what to include in the workshop. A survey will be sent to chairs.
- **Over Expended Accounts for FY2006 and Recommendations for FY2007:** Ms. Nancy Nusbaum distributed information regarding the accounts that were over expended during FY 06. The over expenditures will be deducted from the FY 07 M&O accounts. A memo will be sent to the account managers notifying them of these FY 07 deductions. The handout also included several key SAP functions and “tips” sheets.
- **Analysis of M&O:** Dr. Gene Bourgeois discussed the advisory committee to reform the departmental M&O budgets. The advisory council will consist of 2 deans, 2 chairs, and 2 faculty named by the faculty senate.
- **PPS 4.09 – Schedule Changes, Drops and Withdrawals:** Final comments to the PPS are due to Dr. Ron Brown by Friday, 10/6/2006.
- **Enrollment Management:** The SCHs generated by course level, department, and college from 2001-2006 were distributed. Dr. Moore commended the departments that have increased their SCH. He discussed the need to increase enrollment every year especially the degree seeking students at the graduate level.
- **Evolution of the Strategic Plan:** The strategic plan will be updated through 2012 using the same goals and mission statement.
- **Appropriate Degrees for Undergraduate and Graduate Instruction:** The appropriate degrees required by SACS for faculty teaching undergraduate and graduate courses were discussed. Faculty teaching graduate courses are required to have their terminal degree.
- **SAP:** Ms. Gaye Korenek, Director of Faculty Records will survey deans and chairs regarding improvements to the SAP System.
- **New Faculty Positions and Target of Opportunity Positions:** Dr. Bourgeois will send the request for nominations for the Target of Opportunity Positions.
- **Retired Faculty Benefits:** Dr. Moore announced that a revised policy is being drafted. Parking will be provided for fully-retired faculty.
- **120 rule:** Dr. Moore announced that degrees requirements will be reduced by 4 hours from the core and 4 hours from the major to meet the 120 hour rule.
- **Research Space:** A survey will be completed to compare space allocations to grant and contract funds generated.
- **Electronic Course Fees:** Revisions to the electronic course fee will be discussed in the near future.