

Council of Academic Deans Meeting
December 1, 2009

Summary and Action Items

- **FY 2009 Expenditure Report:** Dr. Michael Blanda distributed and discussed the FY 2009 Sponsored Programs Expenditure and Proposal Activity Report.

- **Recommendation for Additional Reading Days** (RTA from November 17, 2009): The recommendation to add a reading day to the end of the semester was approved by CAD. The Faculty Senate reported that there was a split vote of the Senate. Dr. Feakes reported that the campus community needs to be notified in advance of this change. Faculty will need to make sure the change is noted on their class syllabi, especially since the additional reading day requires finals to be held on Saturday. Students need to be aware of the Saturday finals prior to registering for the class.

- **May (Mini) Semester:** The Registration and Academic Calendar Coordinating Committee proposed the elimination of the Mini Semester. The reasons given were limited enrollment and the impact on the academic calendar by not allowing time between the summer II and fall semesters. CAD approved the proposal to eliminate the mini semester beginning with 2011.

Eliminating the Mini semester will allow for some changes to the academic calendar. Several options were discussed. Dr. Heintze will consider the options and draft a new proposed calendar.

- **Discretionary Spending Follow-up:** Dr. Moore stated that spending options from Discretionary Accounts (non Reach for the Stars)will remain the same. It was noted that paying for working lunches with only faculty and staff involved is not allowed. You can pay for meals/ food when you have off-campus guests or students included. Also allowed are food expenses for faculty and staff that are required to attend a university event or an event where they are representing Texas State.

Account managers are responsible for signing off that the expense accords with the unit's educational or business mission.

Clarification is still needed on the funds associated with Reach for the Stars. Additional information will be distributed.