

**Council of Academic Deans Meeting
September 15, 2009**

Summary and Action Items

- **CLA Institutional Report:** Dr. Gail Ryser gave a report on the results of the fall 2008 and spring 2009 Collegiate Learning Assessment (CLA) test. The CLA was administered to a sample of Texas State freshmen and seniors whose skills are assessed in critical thinking, analytic reasoning, problem solving and written communication.

Dr. Ryser suggested that after we have accumulated several years of data, Texas State will be better placed to evaluate the results and identify any areas needing improvement.

- **H1N1 Flu:** Dr. Emilio Carranco presented a draft e-mail to be sent from the Provost to all faculty and students regarding an update on the H1N1 flu. Students with flu-like illness are requested to follow the public health recommendation and isolate until fever-free for 24 hours. The e-mail will address the expectation that faculty will adjust their absence policy to accommodate a medical absence due to the flu, including cases when students do not submit signed medical notes.

- **PPS 5.04: Start Up Funds (Final Approval):** Originating from comments from the recent PAAG and Joint Council of Academic Deans and Council of Chairs meetings, the start-up clause in paragraph 7 will be eliminated. Also, in paragraph 5, the Dean and Chair/Director in consultation with the Provost will determine the amount of start-up funds.

- **Graduate Enrollment Planning Follow Up:** Reports showing the SCH and Headcount in graduate enrollment over the last five years were discussed. The official enrollment numbers will be available at the end of the week. The enrollment data will be reviewed when making decisions regarding the new faculty positions. Mr. Joe Meyer will provide enrollment data to the Deans.

- **Signature Authority to Commit the University:** The list of persons to whom the authority to commit the University is currently delegated was distributed. The Deans will review the list and submit any changes to Ms. Debra Heinsohn by 9/30/09.

Off Agenda

- **Workshops:** Dr. Gene Bourgeois reminded the Deans to encourage attendance at the upcoming *Managing@TxState for Deans and Chairs* workshops on 9/23/2009 and 9/30/2009. Dr. Bourgeois is hosting an *Academic Administrator's Orientation* on Friday, September 18, 2009.