

**Council of Academic Deans Meeting
February 3, 2009**

Summary and Action Items

- **Foreign Travel:** Dr. Michael Blanda stated that the Office of Research Compliance is required to review all foreign travel for export control regulations. Under the current process, the Office of the Provost will send a copy of all foreign travel applications to the Office of Research Compliance. Dr. Blanda and his staff will contact the faculty members regarding any export control regulations.

When the travel process is automatic this summer the Office of Research Compliance will be an approver of all foreign travel applications that have been approved by the Chair/Director and Dean.

- **Final Case Statement:** Ms. Becky Prince distributed copies of the case statement and asked the Deans to use the campaign's case statement to get ideas, and to provide a list of the absolutes to include in a Pride in Action Campaign video.

The draft agenda for the April 24th Discover Texas State event was distributed. Ms. Prince asked the Deans to reference the list of confirmed and unconfirmed sessions for the April 24th Discover Texas State, and to confirm the details for the unconfirmed sessions and make suggestions for new sessions. Provide a session title and faculty contact for each new session.

Both items are due to Ms. Prince by Friday, February 6, 2009.

- **Curriculum Proposals**

- Change the Department of Art and Design to the School of Art and Design
- Change the BFA major in Digital and Photographic Imaging to a major in Photography
- Change the Department of Technology to the Department of Engineering Technology
- Move the School of Social Work from the College of Health Professions to the College of Applied Arts

Proposals were discussed and approved by the Council.

- **TSUS Rules and Regulations:** Dr. Debbie Thorne will send an e-mail to the Council regarding any proposed rule changes.
- **PPS 1.02: Guidelines for Formation/Operation of Advisory Councils at College Level and Below (Final Approval):** The PPS was approved with one change. Add the word "may" to #1, "Objectives of the College Advisory Councils may be expected to vary from college to college within the University and **MAY** include the following:"

Off-Agenda

- **College Budget Committees:** Dr. Moore noted that during a prior CAD meeting the Council agreed to delete PPS 1.04, College Budget Committees. The Deans will continue to incorporate faculty input into their budget reviews, through the use of college councils and/or an appropriate college-level committee that includes faculty representation.

Dr. Moore recommends that a division-level budget committee be created. The membership would include the Council of Academic Deans (which included the Chair of the Faculty Senate and the Chair of the Council of Chairs) and the Chair of the Faculty Senate Budget Committee. Dr. Gene Bourgeois will take the lead to create a new policy statement for this committee.

- **M&O Allocation Committee:** Dr. Bourgeois reviewed the process of how this committee reviews and adjusts the M&O Allocations.
- **Syllabi:** Dr. Cheatham questioned the policy stated in the Faculty Handbook that a faculty member may change their syllabus anytime during the semester. The change could reflect the grading policy for the class. Dr. Debra Feakes will review the policy with the Faculty Senate.
- **Governor's Awards:** Dr. Moore briefed the Deans on a proposal from the Governor's Office to give faculty awards based on teaching evaluations. Discussion.
- **Spring Break 2010:** Dr. Moore stated that all administrators should be available during the week of Spring Break 2010 to provide support for the SACS visit on March 22-26, 2010.
- **Scholars Days:** Dr. Ron Brown reminded the Deans that Scholars Days will be held on February 13th and 16th, 2009.
- **Bobcat Days:** Dr. Bourgeois reported that the layout for the upcoming Bobcat Days will remain the same except for minor changes including Liberal Arts will be located in the Ballroom. Dr. Brown reported that the college advisors have been given the revised plan. The layout will be reviewed for revisions in the future.
- **Faculty Housing Incentive:** The City of San Marcos has a proposal up for approval by the city council that would provide an incentive to new faculty to purchase homes in San Marcos. More information will be available when the proposal has been approved.