

**Council of Academic Deans Meeting
June 14, 2011**

Summary and Action Items

- **Facilities Renovations and Modifications:** Mr. Juan Guerra gave an overview of how renovation/deferred maintenance projects are processed. He explained the different types of projects and the planning challenges. Typical lead time to complete renovations is six to nine months.

Dr. Bourgeois said classroom renovations are a priority along with research space for tenure/track faculty members and faculty offices for full-time faculty.

Ms. Nancy Nusbaum gave an update on the Classroom Renovation committee.

- **Draft Calendar: August 2012 Update:** Dr. Heintze explained the Common Calendar from the Coordinating Board. The calendar provides institutions with the “first class day on or after” date that institutions may begin the fall semester. Changes to the Coordinating Board calendar includes that the first day that a fall semester can begin is on a Monday. Dr. Heintze discussed the calendar changes associated with this change.

- **University Calendar:** Dr. Heintze discussed the need to enhance the events calendar located on Texas State’s website. Departments are encouraged to place items on the University Events Calendar System. The UPPS 04.01.06, attachment 2 (University Events Calendar System) was distributed and discussed. Training is available for any staff members that need to place items on the University Events Calendar. For training contact James Buratti, the University Webmaster at 5-3641 or jb63@txstate.edu.

- **Financial Aid Satisfactory Academic Progress:** The new guidelines from the Department of Education require students to maintain a required GPA and number of hours taken to remain eligible for financial aid. Guidelines impacting our students and advisors were discussed.

- **Opportunities with American University in the Emirates:** Dr. Thorne will notify the President of American University in the Emirates of Texas State’s coordinated collaborative interests in with the American University in the Emirates.

- **End of Session Report – 82nd Legislative Session:** The End of Session Report for the 82nd Legislative Session prepared by TSUS staff was distributed. Items that required compliance or future review have been assigned to the appropriate people on campus.

Off Agenda

- **Enrollment:** Dr. Heintze reported that orientation sessions are going well and he is pleased with the Banner system.

- **Computer Replacement Program:** Dr. Bourgeois announced that all new faculty (net new and replacements) will receive new computers from ITAC for FY 2012. These allocations are not included in the department allocations. Ms. Debra Heinsohn will distribute a list of new faculty to each dean who will provide the CRP contact information and the arrival date for each new faculty.