Council of Academic Deans  
December 2, 2014

Summary and Action Items

• **Strategic Plan Updates**: The revised 2012-2017 University Plan is now available online at [http://universityplan.avpie.txstate.edu/](http://universityplan.avpie.txstate.edu/). Academic units are expected to revise their plans in time for Deans/AVPs to revise and submit their plans by February 27, 2015. This is only a revision, therefore attention should primarily be given to Part I on the top five priorities and Part IV regarding the Planning Categories.

• **Faculty Qualifications for SACSCOC (Credentials, Full-Time and Coordinators)**: Dr. Cynthia Opheim reviewed with the Council the faculty standards (full-time vs. part-time and credentials) that Texas State will be on the Fifth-Year SACSCOC Monitoring Report. Deans should send revised terminal degree policies to Faculty Records by March 13, 2015.

• **Survey of Routine Student Charges**: Dr. Opheim shared with the Council a request from Mr. Gordon Thyberg and the Budget Office. She asked the Council to have the Chairs/Directors complete a survey of departments to see what kinds of routine charges students are asked to pay. Please send the survey to Mr. Thyberg by January 23, 2015.

• **Outside Employment**: Following discussion with Vice Chancellor Perry Moore, the following has been approved for faculty and staff regarding the reporting of outside employment:
  - only full-time faculty are required to report salary (do not have to report honorariums)
  - any faculty member, regardless of FTE, must report employment with another state agency, community college, or school district. The reason for reporting employment with a community college or school district is for TRS deductions.
  - any faculty member holding public office (elected or appointed to serve for a federal, state or local government entity including school districts, cities and towns)
Notice of the changes are to be included in the semester announcements.

• **Undergraduate Admissions Report**: Dr. Michael Heintze provided the Council with a brief undergraduate admissions report.

• **Graduate Admissions Report**: Dr. Andrea Golato provided the Council with the graduate admissions report.

Off Agenda

• Dr. Opheim reminded the Council that Chairs/Directors need to resubmit workload reports that comply with university policy including the expectation that a minimum of 12 workload credits are assigned for 100% FTE appointments. Questions should be directed to Ms. Cindy Waggoner.