

Council of Academic Deans Meeting
July 12, 2011
Regent's Room – JCK 11th Floor
1:30 p.m. – 3:30 p.m.

Summary and Action Items

1. **Honor Code Council and Process** – Dr. Debbie Thorne and Dr. David Wiley
Dr. Thorne gave an overview of the current process. PPS 07.10.01 was reviewed along with the attachment, Honor Code Council Flow Chart.

Dr. Wiley discussed the process listed in the flow chart. Dr. Wiley stated that a website is being developed that will be a central location for the Honor Code Council and process. Dr. Bourgeois stated that an ad will be placed in the University Star informing students and faculty of the Honor Code process.

2. **PACE Center Update** – Dr. Beth Wuest
Dr. Wuest announced that Dr. Dann Brown will be on campus on August 1st. Dr. Wuest gave an overview of the accomplishments of and spring 2011 Status of Action Items for the PACE Center.
3. **Posthumous Degrees** – Dr. Debbie Thorne
Dr. Thorne presented a recommended change to clarify the posthumous degree policy. A statement will be added to the policy that a student must have earned hours at Texas State to be awarded a Posthumous Degree. Dr. Willoughby will discuss the policy for awarding posthumous degrees to graduate students with the Graduate Council.
4. **Continuing Education and Summer Camps** – Dr. Debbie Thorne
Dr. Thorne stated the Continuing Education is transitioning away from Summer Camps. Continuing Education will continue to support departmental workshops and conferences. Summer camps will be moved to other divisions/areas, including Student Affairs and Finance and Support Services.
5. **Academic Testing for Students with Disabilities (ATSD)** – Dr. Ron Brown
The ATSD office requires that test to be administered by their office be submitted by 4:00 p.m. the day before the exam day.

6. **Faculty Access to Attorney**

Ms. Nelly Herrera will be invited to a CAD meeting to meet the council members. Dr. Bourgeois stated that faculty will have access to Ms. Herrera, who can discuss policy and related matters of fact with faculty but will make it clear that she represents the university/system in all legal cases.

7. Assistant Vice President for Academic Services

A job description of Dr. Ron Brown's position was distributed and job duties were discussed.

8. Groundbreakings and Ribbon Cuttings

List of the four events (2 groundbreakings and 2 ribbon cuttings) was distributed listing the committee chairs. Events will be scheduled during the first of the fall semester.

9. LBJ Picnic

The picnic will be on Friday, August 26th.

10. PPS 6.11. Presidential Awards for Excellence in Service, Scholarly/Creative Activities, Teaching and Presidential Seminar

A recommendation was made to allow more faculty to be considered for these awards, including clinical faculty. This is a pending pen-and-ink recommendation. The redline policy will be sent electronically to deans to be discussed with faculty. Comments are due by August 1, 2011.

11. Foreign Travel Deadlines and Tracking

Deans are encouraged to stress the deadline for foreign travel applications is 45 days in advance of the travel dates.

Off agenda –

Admissions Update – Dr. Heintze gave a very positive report on the new student enrollment projected for the fall. We could see a 5% increase in the new freshmen class.

Direct Report Goals – Dr. Bourgeois stated that he is currently reviewing the accomplishment reports from last year for all direct reports. A request will be sent soon requesting Goals for next year. As direct reports are developing goals for 2011-12, he requested that the following topics be addressed as applicable/relevant:

- Recognizing and valuing faculty service
- HSI – Initiatives that involve research and external funding
- Internationalization of the campus
- STEM initiatives
- Leadership development – Develop faculty leadership and management skills through positions such as Assistant and Associate Dean, Assistant Chairs/Directors.