

**Council of Academic Deans Meeting  
June 12, 2012**

**Summary and Action Items**

- **Extension and Correspondence Hours Applied to Undergraduate Degrees:** Dr. Debbie Thorne distributed to the Council the current regulations regarding correspondence and extension courses. Inquiries have been made from students to their Deans regarding increasing the number of combined correspondence and extension course hours allowed towards a degree program. Dr. Thorne asked the Deans to discuss this issue with the Department Chairs/School Directors and their Advising Supervisors. Dr. Thorne will bring this topic back to a future CAD meeting.
- **Policy on “Walkers” at Commencement:** Dr. Thorne discussed with the Council the current policy that was approved in 2008 regarding “walkers” at commencement. The Council agreed to change this policy to allow “walkers” participate in a commencement ceremony only if they have no more than 3 courses or 9 hours for completion of their degree.
- **Update on Faculty Workload Reports:** Ms. Cindy Waggoner informed the Deans that the Faculty Workload Reports will be sent to them soon. The reports will be sent electronically.
- **Round Rock Speaker Series:** Dr. Bourgeois discussed the desire of increasing and enhancing faculty presentations in Round Rock. Therefore, a Texas State University Round Rock Faculty Speaker Series will be developed and held three times each long semester. Dr. Cynthia Opheim will develop the call for proposals. Presentation proposals for AY 2012-2013 will be solicited.
- **President’s Cabinet Retreat Briefing:**
  - **Cell Phone Allowance:** UPPS 05.03.11, Wireless Cellular Communication Services, was discussed at the President’s Cabinet Retreat. Dr. Bourgeois announced to the Council that if they or someone in their areas are needing more data than they are allowed per their approved allowance, to contact Mr. Jose Rodriguez, in TR Business Services to inquire about MiFi data equipment and related data plans from service providers.
  - **Tobacco Free Campus on Programs/Publications:** The university will enhance publicity and awareness of our campus policy. All official Texas State programs and publications will be required to state that Texas State is a tobacco free campus. The Office of University Marketing has been made aware of this.
  - **Strategic Plan for Research:** Now that Texas State has reached the status of Emerging Research University, HB 51 requires that we develop a strategic plan for research. Dr. Bourgeois will be forming an Executive Research Plan Committee, led by Dr. Bill Covington and chaired by Dr. Michael Blanda, who will develop this plan. Dr. Bourgeois will be sending out a call to the Council for representation on this committee.
  - **Budget:** Dr. Bourgeois announced to the Council that all state agencies are being made aware of the state’s budget situation and that we are not to exceed last year’s budget for FY13. Texas State will be asked to prepare for other possible budget cuts for FY14 and FY15.
- **Valuing Faculty Service Task Force:** Dr. Richard Cheatham and Dr. Ron Brown provided the Council with an overview of the report prepared by the Valuing Faculty Service Task Force. Dr. Bourgeois will send a message to all faculty concerning the recommendations made by the task force.

**Off Agenda**

- **Enrollment Update:** Dr. Michael Heintze provided the Council with fall 2012 admissions update.
- **New Student Orientation Update:** Dr. Dann Brown provided the Council with an update of new student orientation.