

Council of Academic Deans Meeting

January 13, 2009

Summary and Action Items

- **Draft Proposal for Length of Summer 2009 Final Exam Schedule:** Dr. Heintze distributed the proposed Summer I and Summer II Final Exam Schedules changing the exam period from 2 hours to 2 ½ hours to conform to the length of the exam periods for the fall and spring final exams. The proposed Summer Exam Schedule was approved effective with the 2009 summer semesters.
- **Distinguished Professor Emeritus nominations**
 - Dr. Barbara Hatcher, Curriculum and Instruction
 - Dr. Wilda Meixner, Accounting
 - Dr. Paula Renfro, Journalism and Mass Communication
 - Dr. Theron Stimmel, Psychology

Gaye Korenek announced that the nomination packets are available for review in the Faculty Records office. The approved nominations will be submitted to the May Board of Regents.

- **Employment Eligibility Verification Program for new federal contracts effective 1/20/09:** Ms. Korenek updated the council members on the federal mandate for faculty/staff hired under federal contracts requiring that these potential employees must be verified through the E-Verify System within three days of hire. There is a pending lawsuit that is challenging this rule. As a result of the lawsuit, implementation of the final rule remains in question. Training will be provided to staff on the verification process in the anticipation of this federal mandate.
- **University Plan Progress Reports:** Dr. Cathy Fleuriet distributed a copy of the email that will be sent to the deans regarding the deadlines and guidelines on updated their 2007-2008 goals. The updated goals will be due on 2/23/2009.
- **College Planning Open Forums:** Dr. Fleuriet distributed a draft format for the dean's Public Forums. The deans will discuss their top 5 college priorities excluding priorities relating to growth of the student population and faculty growth, salary increases, space issues and M&O. Dr. Moore will include the above items in his presentation.
- **Student Learning Outcomes Assessment:** Dr. Fleuriet distributed a revised SACS Institutional Effectiveness Calendar 2009-2010. She stated that we will follow our original calendar having the student learning outcomes reviewed during the fall when faculty are on campus.

A template for writing results to the student learning outcomes was distributed and will be sent via email to the deans and chairs. Not all outcomes must show approved results. Due to a rigid calendar the deans and chair must review and approve outcomes by May 29, 2009 to allow the Associate Dean Assessment Committee to review the action plans by June 15, 2009.

- **PPS 1.04: College Budget Committees:** Discussion was held regarding the current involvement of the College Budget Committee as stated in PPS 1.04. The policy was written before Texas State started using SAP. Several of the deans use their advisory committee or similar college committees to review issues of the college budget. Decision was made to delete PPS 1.04. 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.
- **PPS 5.06: Incentive Compensation for Externally Funded Sponsored Programs (Final Approval)** Comment from the Faculty Senate regarding the inclusion of chairs in this policy was discussed. A comment will be added to the policy stating, “For Chairs who participate in the Incentive Compensation Process, the Dean, during the Chair’s evaluation, will specifically review performance to determine if participation in the incentive compensation process has been detrimental to the Chair’s administrative duties.” The PPS was approved with this one change.
- **Off-Agenda:** Dr. Moore announced that he has no news on the budget; it is hard to predict. He recommended that no budget commitments be made until the budget issues have been resolved.