

**Council of Academic Deans Meeting  
March 22, 2011**

**Summary and Action Items**

• **PACE Center:** Discussion was held on the "status" of the students that will be included in the PACE Center, including eligibility, entry and exit criteria. The PACE Center is designed for native students coming to Texas State as freshmen. Approximately 3,000 students per year would be admitted into the PACE Center.

Items Proposed:

- Students who enter Texas State with 15 hours or less of university or community college earned credit (not to include dual credit and advanced placement) will enter the PACE Center.
- Students would be required to stay in PACE for two long semesters; not including summers. After two long semesters students will leave PACE.
- Students must complete US 1100 before leaving PACE.
- Students who enter Texas State with more than 15 hours but less than 45 and have not declared and been accepted into a major will enter into the University College as undeclared students.
- Before a student earns 45 hours they are expected to have declared and been accepted into a major and leave the PACE Center or University College.

Dr. Wuest mentioned several issues for future discussion involving students being advised by the PACE center:

- Advising guides from colleges will be needed for use by PACE advisors. A template will be developed for the colleges to complete.
- Promotional materials from each college.
- A website for PACE will be developed.
- The library is working on career guides to be used by University Seminar and PACE center. Dr. Wuest will get more information on this topic.
- PACE advisors will be cross trained for degree programs across colleges but will specialize in the programs of one college.
- The process to transition students from PACE to College advising centers.
- Dean's Lists.
- Probation/suspension holds.
- Transfer equivalency requests.

PACE advisors will be in place Spring 2012 preparing for Summer orientation for Fall 2012 student cohort.

• **Written Complaints:** The University policy statement, UPPS 07.10.06, Procedures for Responding to Student Complaints, <http://www.txstate.edu/effective/upps/upps-07-10-06.html> was discussed. Dr. Moore asked the Deans to make sure their offices are keeping a log of all

written, signed student complaints showing how the complaint was handled. An example of the log is an attachment to the UPPS.

- **Suggestions on Commencement Speakers:** Dr. Moore asked the Deans for their suggestions on future Commencement Speakers.

He mentioned some changes to be incorporated into the future commencement ceremonies:

- doctoral, master's and bachelor degrees conferred separately.
- purchase a graduate college banner to be used during the graduate diploma presentation.
- physical therapy students will be hooded on the floor. Details will be discussed by the physical therapy faculty.

- **Reserved Parking for Guests:** Deans are encouraged to secure parking for off-campus guests, including advisory board members, guest lecturers, etc.

### **Off Agenda**

- **Distance Education:** Dr. Debbie Thorne briefed the Council on federal regulations regarding out-of-state students enrolled in distance education courses offered by Texas State. The regulations required permission from each state for internet students taking our courses. We currently have 30 students from 20 states taking our courses. Dr. Thorne will continue working on this issue and report back to the Council.

- **Salary Review:** Dr. Gene Bourgeois announced that the annual review will begin in a couple of weeks.

- **Dean of the University College and Director of the PACE Center:** Dr. Richard Cheatham announced that the public presentations made by the candidates for the Dean of University College and Director of the PACE Center will be recorded and shared with Deans. Agendas for each candidate will be made available if the Deans would like to attend the presentations.