

**Council of Academic Deans Meeting  
October 9, 2012**

**Summary and Action Items**

- **Electronic Text Pilot:** Dr. Debbie Thorne provided the Council with an update to the eText initiative taking place at Texas State.
- **Faculty Moving Expenses:** Dr. Cynthia Opheim reiterated to the Council the faculty and administrator policies for moving expenses.
- **Friday/Saturday Class Task Force:** Dr. Bourgeois reviewed the recommendations from the Friday/Saturday Class Task Force that were submitted to President Trauth and him, including: maximizing scheduling classes at 8:00 a.m., at 5:00 p.m., and at 6:30 p.m. Monday through Friday each week; reviewing utilization of 1<sup>st</sup> call classrooms and the ability to utilize them for other disciplines when not in use by assigned departments; and using Friday/Saturday class times or Saturday only class times for graduate classes.
- **Departmental and College Communication:** Dr. Bourgeois reminded the Council of the importance of accuracy and correctness of data points on websites, newsletters, etc. Other important points include editing, appropriateness of messages and vetting of individuals being highlighted.