

**Council of Academic Deans Meeting
October 11, 2011**

Summary and Action Items

- **Workload Policies:** Dr. Bourgeois reminded the Council that each unit should have their own department specific workload policy.
- **University Initiatives:** Dr. Cathy Fleuriot spoke to the Council about the draft initiatives discussed by the President's Cabinet to achieve the university goals in the 2012-2017 university plan.
- **Early Alert and PAWS Alert:** Dr. Bourgeois reminded the Deans to make their faculty aware of the Early Alert and PAWS Alert programs. These programs have ties to retention and help our retention initiatives move along.

Off Agenda

- **Faculty Service Task Force:** Dr. Bourgeois informed the Deans that the formation of the Faculty Service Task Force was underway with Dr. Ron Brown and Dr. Richard Cheatham as co-chairs. The Deans agreed that the Task Force was represented well by Drs. Brown and Cheatham and a Dean was not needed to serve on this Task Force.
- **Tagging RRC Courses:** Dr. Bourgeois asked the Deans to remind their Chairs and Administrative Assistants to use the RRC campus code when building their Spring 2012 schedule of classes.
- **Examples of Logo Usage:** Dr. Michael Heintze distributed a handout to the Council explaining how to use the Texas State logo and updated the Council of recent changes on the usage of our Texas State logo.