

**Council of Academic Deans Meeting  
August 31, 2010**

**Summary and Action Items**

- **Presentation of the Valero Award for Excellence:** Dr. Moore presented Dr. James LeSage the Valero Award for Excellence.
- **FY2011 Refresh Cycle: Allocations and Process Guidelines:** Dr. Van Wyatt updated the Deans on the changes to the Computer Refresh Cycle. The allocations will be made in dollar amounts instead of units and funds may be used to purchase complete systems or individual monitors, keyboards and CPUs.
- **HB 2504:** Dr. Debbie Thorne reported that 75% of the data has been entered on the HB 2504 website. The campus go-live date is 9/2/2010.
- **Affiliations with Legislators:** Dr. Moore instructed the Council to notify Dr. Robert Gratz, President's Office, when anyone in there area has contact with state or federal legislators concerning official university business.
- **Admission Requirements for Teacher Preparation:** The request to change the GPA, from 2.5 to 2.75, in the admission requirements for teacher preparation was discussed. Discussion was held on how this higher GPA requirement could affect other programs; particularly teacher preparation in the sciences. The higher GPA was approved with the understanding that appeals/ exceptions will be made by some departments.

**Off Agenda**

- **Exam Proctors:** Discussion was held regarding the service of proctoring exams for faculty members at RRHEC. Dr. Moore and Dr. Edna Rehbein will further discuss this issue.
- **Faculty Workload:** Dr. Gene Bourgeois will brief the Council of Chairs on Thursday about the review of the spring 2010 workload reports undertaken by him and the Deans this past summer. The Workload reports were reviewed for consistency including the review of special assignments, overloads, independent study and thesis class calculations, and large class credits.