

ACADEMIC DEANS' COUNCIL & ACADEMIC SUPPORT SERVICES COUNCIL

December 16, 2008

NOTES

Present: Kay Clayton, Judith Bean, Sherilyn Bird, Elizabeth Floyd, Pat Holden-Huchton, Jimmy Ishee, Governor Jackson, Barbara Lerner, Jennifer Martin, Teresa Mauk, Mary Ann McDuff, Nan Restine, Mike Simmons

Guests: Brenda Floyd, Bill Palmertree, Don Edwards (representing Ann Staton), Grace Chalon (representing Carol Kominski)

I. Announcements/Discussion/New Business

A. Datatel Report - summary and future plans – B. Palmertree

Mr. Palmertree was extremely pleased with the Datatel consultants' report. They will return in January to present an implementation plan and meet with key people in financial aid, admissions, and records. In the long run this investment will result in greater productivity.

B. Report of fund balances – B. Floyd (handout)

Dr. Brenda Floyd talked about E & G fund balances as well as designated fund balances. Facility projects come out of the designated funds. Dr. Floyd is holding HEF money for the Dallas project throughout the time it is under construction. The Dallas Project has a fixed budget of 55 million. TWU has requested funding from the legislature for four building projects, including Old Main and GRB. The Patio Building cannot be renovated. Dr. Floyd also stated that there is a possibility of a tuition freeze in this session of the Legislature.

C. Veterans survey summary – T. Mauk

Teresa Mauk e-mailed the results of the veteran's survey. Most of the veterans on campus live more than twenty miles away and want more on-line classes. A web page has been created for veterans, including a checklist for students. This should go live very soon.

D. Commencement report – T. Mauk

Very positive feedback about commencement.

E. May commencement participation by August students receiving clinical doctorates (DPT and DNP) – J. Martin-

Clinical doctorates are finishing the DPT degree in August. Dr. Martin is agreeable to their participating in graduation in May. Dr. Martin will put together a proposal to endorse this. They will not be treated the same as the Ph.D. candidates.

F. Ownership of data update – T. Mauk

There is still some confusion of what "data ownership" means. Several offices use the same screens to input data. Mr. Palmertree will call the group back together to discuss and give guidance.

G. Enrollment update – T. Mauk

We have 9,501 enrolled students at this time for Spring 2009 and the goal is 12,108. New graduate student applications are down. Continuing students are a little down, but letters have

now been sent out by advisors. Students need to be informed once again that they can pre-register without paying all the tuition and fees. Teresa Mauk will send the note to Dr. Bean to send to advisors noting the payment options.

H. Update on “quick fixes” implemented this fall

Bean: Review of policy impacting transfer students and early alert. Early alert has been very helpful. There is a 48% participation of faculty.

Martin: electronic processing of graduate application has gone really well.

Simmons: DE is flat. There are no new programs for spring, but there are many new DE programs for fall, 2009.

Mauk: early notification of student scholarships. 100 freshman awards will be sent out before Christmas break. There is a very short timeline to apply for these scholarships.

Jackson: hiring temporary workers in August was positive; on-line emergency loan applications are doing well; on-line scholarship applications have been added.

Holden-Huchton: areas for growth in the fall are the weekend tract, BS completion, and DNP. Work is ongoing with distance education. In a future Seventeen magazine, TWU nursing will be a featured article.

Edwards: sections have been added in general studies, especially on-line sections. EMBA is a large growth program. TWU will offer some EMBA classes at the American Airlines Center.

I. Enrollment/recruitment efforts for spring and fall 2009 update

See above.

J. Reception at retirement communities update – M. Simmons

There are now 1000 homes at Robson Ranch. Mike Simmons will keep this group informed about dates for these receptions.

K. Undergraduate Education Advisory Committee (UEAC) Report – J. Bean

Dr. Bean discussed dual-credit classes. Not all courses will apply. UNT & A&M are not posting dual credit unless the student requests it to be posted. TWU will post ours.

L. Funding for faculty searches – K. Clayton

Dr. Clayton reminded the deans that \$500 per search is available for use by departments (not per candidate).

M. *College report is warning for Texas* – K. Clayton (handout)

This article was included in the packet about the cost of higher education.

N. Resolutions from Faculty Senate (handout)

Three resolutions from the Faculty Senate were distributed and discussed briefly.

O. Adjunct online orientation/support project update – M. Simmons

The initial feedback for online orientation will be shared with the Adjunct Task Force as well as Council of Chairs.

P. Advertising for adjuncts (contact Carlos Gallardo, ext. 3759)
Drs. Restine and Holden-Huchton volunteered to work on the advertisement with Carlos. They will need a list of areas to be included in the advertisement.

Q. Research super-computing capabilities – J. Martin
Dr. Martin asked the deans to send her a list of those faculty who might need this super research equipment. Sherilyn will be included to see if it might help with the library archives. The equipment has extremely large processing abilities as well as a great deal of storage.

R. Change in format for fall faculty meeting – K. Clayton
Dr. Clayton plans to change the fall faculty meeting format slightly. She would like to include topics such as SACS and brief reports and other topics of interest to the entire faculty. The meeting would begin a little earlier and end a little later. Dr. Clayton is also considering having a meeting in January, 2010, with video to Houston. A speaker with stature such as Belle Wheelan (CEO of SACS) might be invited.

S. Discussion of Bachelor's degrees with over 120 SCH – J. Bean (handout)
This report was sent to the THECB on Friday with TWU's exceptions to the 120 hour rule. Dr. Bean believes that our programs requiring over 130 hours will be challenged by THECB. We will need comparisons and responses ready for THECB on these programs.

T. Deadline for February BOR agenda items - January 26, 2009
Due to Dr. Clayton by January 19, 2009.

U. Review associate provost's responsibilities – K. Clayton (handout)
All of the Associate Provost's job duties were discussed. Convocation was discussed. Dr. Martin stated that an ad hoc committee usually met to plan Convocation. Dr. Clayton also asked Dr. Lerner to serve on this ad hoc committee, along with Dr. Martin and Dr. Restine.

V. *Discussion of faculty development leave applications
Dr. Clayton discussed the faculty leave awards with the deans.

W. *Evaluation of deans by direct reports – K. Clayton

II. Old Business

- A. Policy review
- B. Differentiated tuition

III. Brief Reports

A. Associate provost search update – J. Martin
Martin: candidate is being invited to campus in February. We are still advertising and accepting applications.

Lerner: conversation is taking place with UNT about collaboration on regional P-16 Councils

McDuff: payroll submissions are being finalized.

Dr. Clayton asked the deans for a calculation of how much money is needed for the summer budget for each college.

Bean: who is available for advising during the break? Names should be turned in to Dr. Bean. New student orientation and transfer orientation - January 15, 2009.

Clayton: the January 6, 2009 joint meeting will be held in room 101 at the library.

IV. Dates/Deadlines to Remember

- A.** National level faculty awards due to Provost – December 19, 2008
- B.** Plans for new initiatives due to Chancellor – January 9, 2009
- C.** Deadline for evaluations – January 15, 2009

*Deans to remain after ACD/ASSC meeting concludes