

ACADEMIC DEANS' COUNCIL

November 10, 2009

AGENDA

Present: Judith Bean, Sherilyn Bird, Kay Clayton, Pat Holden-Huchton, Jimmy Ishee, Kathleen Luedtke-Hoffman, Jennifer Martin, Terry Senne, Michael Stankey, and Ann Staton

Guests: Mary Ann McDuff and Carol Kominski

Kay Clayton talked briefly about information in the distributed handout from Governor Rick Perry's office, "RP73-Relating to a comprehensive view of higher education cost efficiencies" before moving on to agenda items.

I. Announcements/Discussion/New Business

A. Summer school budgets – M. McDuff

Mary Ann updated the Council on the progress made to date on the 2010 summer school budgets: budget projection worksheets have been distributed to the Deans for completion and return to Academic Financial Services by November 18, 2009; all vacant faculty lines have been moved to a part-time line in the Provost's reserve account; summer lines will no longer be included in departmental budgets; money will be allocated to Deans from the Provost reserve as needs are identified for summer school. Next year the summer school budget projection worksheets will be distributed when University Scheduling sends out the fall schedule. The Provost plans to discuss with Brenda Floyd the need for a permanent plan for summer school funding.

B. Incomplete Applications – C. Kominski (handout)

Carol Kominski reported that her office used the services of a clearing house to gather data on incomplete student applications to get an overview of what became of the students. Approximately 50% of the students were identified. Jennifer Martin noted that Erma Nieto-Brecht has also done a comparable survey of students who were admitted to TWU but did not come. Carol's office can provide more specific data at the department level and will also be willing to train staff to pull information from the data base. Kay Clayton commended Carol for taking the initiative to do research in this area. Another source erroneously reported to the Provost that TWU had over 2,000 "unprocessed" applications last year rather than noting them as "incomplete" applications. From the data collected, Carol will ask her staff to see if they can extract a sample of the major reasons students did not attend TWU.

C. Catalog formats – J. Bean, J. Martin

Jennifer Martin and Judith Bean met with Carolyn Barnes and determined after discussing the matter that the University should stay with the printed catalog rather than going to an electronic format. Only one university in the state has gone to an electronic version. Carolyn will make suggested changes to the online catalog to make it more user-friendly and will revisit the current catalog formatting for better ways to display the information. Jennifer and Judith will follow up with Carolyn on progress in this effort.

D. SACS committee recommendations – P. Holden-Huchton, M. Stankey, J. Martin

After discussion at last week's ADC/ASSC meeting, Jennifer Martin, Pat Holden-Huchton, and Michael Stankey revised the list of nominees for membership to the SACS

subcommittees. Input has been received to date from the Council and from three of the four vice presidents; Kay Clayton will ask again for Brenda Floyd's thoughts on the subcommittee selections. She asked that the SACS Leadership Committee extend to faculty and staff a call for volunteers to serve on the subcommittees as well as volunteers for the Quality Enhancement Plan Committee. Sherilyn Bird will forward to Jennifer the name of a student she would like to place on the *Library and Other Learning Resources* subcommittee. It was noted that the Chancellor must approve Regent nominees, and the Provost will take the information to Dr. Stuart when the final list of nominations is determined. The Council will review the revised subcommittee list and will share input with Michael, Pat, and Jennifer, who are meeting today to define a timeline and draft subcommittee appointment letters for the Provost to send. Kay would like to have a SACS kick-off meeting in early spring.

E. Faculty vacant positions – K. Clayton

Kay Clayton said no word has been received yet on the Cycle III budget reductions process, and she advised the Deans to prioritize their vacant faculty positions in case budget cuts are needed in that area. Vacant positions are as follows: College of Health Sciences – 8; College of Professional Education – 2; College of Nursing – 1.5; and College of Arts and Sciences – 4 but a pending resignation could result in 5. Discussion followed on how the Deans would prioritize the positions. The Provost will work with each Dean as they develop a plan for current and future faculty vacancies.

II. Old Business

III. Brief Reports

Judith Bean – The October University Curriculum Committee processed over 80 course proposals, and only one department added a course without dropping one. Ann Staton thanked Judith and her staff, as well as Jennifer Martin, for their excellent work in assisting departments prepare proposals prior to the meeting.

Jennifer Martin – Deb Burgess/Chancellor's office has requested help from the deans with the commencement speakers' receptions. Jennifer distributed a list of the three Denton ceremonies along with speaker information for each and a request for faculty/administrator representation from the respective college. Jennifer will advise the Deans of the reception times, and she'll ask Deb if a reception is planned for Houston.

Kathleen Luedtke-Hoffman reported that she and Terry Senne accompanied the Provost and Vice Provost last week to Austin where they attended the Texas Chief Academic Officers (TCAO) and the Texas Higher Education Coordinating Board (THECB) meetings. Both were excellent, and she particularly benefitted from the informal dinner with Provosts.

Michael Stankey used historic enrollment data to prepare projected enrollment goals for TWU. He requests input from the Deans on specific programs within their colleges where anticipated growth could exceed his projections or decline. He offered to meet with the Deans individually or as a group to discuss his projections, which were emailed to the Council prior to the meeting. He was asked to look at projections again without including distance education enrollment to determine if the majority of growth is because of DE courses. The Chancellor has not given an enrollment target percentage for FY

2010, and the Provost suggested the Council be proactive in recommending to Dr. Stuart a percentage. Because of declining resources from previous budget cuts and anticipated cuts in Cycle III, the Deans were not comfortable with a 5% increase as the Chancellor expected for FY 2009. Kay Clayton will invite Brenda Floyd to a Council meeting to discuss concerns related to limited resources and enrollment expectations.

Sherilyn Bird – The Library will also be looking for better ways to use its resources to support programs, particularly those targeted for growth.

Pat Holden-Huchton announced that the College of Nursing changed its criteria a year ago, so the Deans may be hearing from disgruntled students who have high GPAs but are not accepted into the Nursing program.

IV. Dates/Deadlines to Remember

- A. “Wicked” author, Gregory Maguire – November 21, 2009, 6:00 p.m.
(MCL free seating for 400)
- B. Woodrow Wilson Fellow: Dede Bartlett – February 15-19, 2010
- C. Convocation – April 22, 2010