

**ACADEMIC DEANS' COUNCIL**  
**November 17, 2009**  
**AGENDA**

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

**Guests:** Mary Ann McDuff

**I. Announcements/Discussion/New Business**

**A. Budget Discussion on Summer School – M. McDuff**

Kay Clayton referred the Council to a handout of information from Angelo State University on summer school stipends. Before the budget reduction process, TWU's summer school budget projection for FY 2010 was \$5 million; \$3 million has already been identified as budgets for summer school. Mary Ann McDuff will revisit college budgets and advise the Council of the reductions made during last summer's budget process. Kay Clayton reiterated that the purpose for summer school is to meet the needs of students. Mary Ann's office will continue to work with the Deans on summer school projections. The Chancellor wants to know by the semester's end which courses were eliminated in the budget reduction process.

Involvement of the Faculty Senate Budget Committee

**a. Involvement of the Faculty Senate Budget Committee**

The Provost wants to involve the Faculty Senate in discussion of the summer school budget, and she asked the Council for suggestions for doing this. After discussion, the Council agreed that they must get data first, including a cost analysis for summer school, determine the summer school budget goal, share it with the Senate Budget Committee, and then ask for feedback. The Council agreed that faculty must be advised of summer school reductions in time to prepare. The Faculty Senate Budget Committee and Mary Ann McDuff will be invited to the December 1 ADC meeting, which will begin at 8:30 a.m., to discuss the plans for the summer 2010 schedule. Judith Bean and Michael Stankey will look at summer school models from other schools.

**B. Follow-up on Assignment from Chancellor: TWU's Value to Students**

The Chancellor has asked the Deans to share with her ways that TWU distinguishes itself from other universities in its value to students and to the State, and the Deans are working on this assignment.

**C. Transition Team – K. Clayton**

On November 13, 2009, the vice presidents announced to faculty and staff that they will comprise a transition team to manage Enrollment Management functions and focus on increasing enrollment until a new Associate Vice President is in place. Responsibilities for each will be as follows: Kay Clayton will continue to manage academic support services and related programs with emphasis on retention efforts; the Registrar's Office and the Office of Student Records will report to Bill Palmertree; Richard Nicholas will manage the Office of Admissions and will chair the transition team; and the Office of Financial Aid will report to Brenda Floyd. Four strong candidates for the Associate VP position have been identified, and the target date for hire is in January.

#### D. National Faculty Awards – M. Stankey

Michael Stankey distributed a database of recipients for nine TWU faculty awards from 2006 through 2009. He asked for feedback from the Council on ways to identify and promote TWU faculty for the four national awards that will be sought: Piper (State awarded); Lynton (promotes civic engagement); Cherry (awarded in alternate years); and CASE/Carnegie (high national profile and broad-based across disciplines). The Council said more education is needed on the national awards. In addition to the four, a suggestion was made to consider national awards for distance education, which Michael will do. Nominations for the CASE/Carnegie Award are due in April, and universities may submit up to three nominations. The Council selected Judith McFarlane, Ron French, and Lynda Uphouse as this year's nominees, and agreed on the nominations of Kate Landdeck and Richard Sheardy for the Erlich Civically Engaged Faculty Award and the Lynton Award

#### E. Enrollment Projections and Analyses– M. Stankey

Michael distributed two handouts: the first showed the University's total actual and projecting enrollment by academic unit for the fall semesters 2004 through 2015; the second reflected statistics for First Time in College (FTIC), transfer, and new graduate students. Discussion of the data followed: the Council asked Michael to remove dual credit enrollment from the undeclared category for FTIC; Jennifer Martin suggested looking at data for the last three years that included all five semesters (Maymester, summer semesters, and the long semesters), and Michael will ask Cathi Chambers for assistance in gathering the information. Enrollment projections should be mission driven; a 4.1% enrollment increase for 2011 will hit the "Closing the Gaps" goal. Michael offered to meet with the Deans individually to discuss their enrollment or the Deans may email him. After the Associate Provost receives information from the Deans, he and the Provost will review and determine the enrollment projections to submit to the Chancellor.

## II. Old Business

### III. Brief Reports

**Judith Bean** advised the Council that the Texas Higher Education Coordinating Board's (THECB) Undergraduate Advisory Council, is proposing a change to the core curriculum. Currently 42 hours of lower division courses are required. The proposal is to reduce the lower division courses to 36 hours and require 6 hours of upper division courses. Flexible scheduling (shortened semesters within a semester) have been approved by the Vice Presidents for all three semesters. If the Chancellor approves, flexible scheduling could begin with the EMBA program with the 2011 Summer Semester.

**Jennifer Martin** received a good response to her request for faculty and staff volunteers to serve on the SACS subcommittees. She asked the Council to advise her of those from their areas who will be attending the annual December SACS meeting in Atlanta, GA.

**Jimmy Ishee** announced that Patricia Nunn, Director of the Dental Hygiene Program, will receive the William J. Giese Award from the American Dental Association; she is the first hygienist to win the award. He is working with department chairs to make good decisions about course and distance education fees.

**Terry Senne** is working on qualitative data from the Graduating Student Survey.

**Sherilyn Bird** and staff continue to look at ways to reduce the Library budget, and have cut 95% of the printed materials with duplicated content. She will communicate with faculty when

subscriptions are to be eliminated. She said subscriptions with Elsevier increase approximately 10% every year, and they cannot be canceled; the University's contract with the company never expires!

**Pat Holden-Huchton** reported that national evaluators for the DNP accreditation have been on campus, and the evaluation is going well. A decision about accrediting the program will be made in April. If approved, TWU will be the first University to have an accredited DNP program.

**Ann Staton** said the School of the Arts is sponsoring numerous music, visual arts, and drama activities. Recently the dance program had over 750 children on campus.

**Kay Clayton** asked Judith Bean, Pat Holden-Huchton, and Nan Restine about their progress on the Mission statement revision. They will meet soon and put this item on the agenda before the semester ends.

#### **IV. Dates/Deadlines to Remember**

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