

ACADEMIC DEANS' COUNCIL

January 20, 2009

NOTES

Present: Kay Clayton, Judith Bean, Pat Holden-Huchton, Jimmy Ishee, Carol Kominski, Jennifer Martin, Nan Restine, and Ann Staton.

Guests: Carolyn Barnes, Monica Mendez-Grant, Ann Hughes, Teresa Mauk, and Mike Simmons

I. Announcements/Discussion/New Business

A. Student awards – Monica Mendez-Grant

Monica Mendez-Grant distributed a handout listing student awards identified by the Chancellor as competitive. The selection process is complete for this year, but she asked for assistance from the deans and department chairs in identifying students with award potential for next year. Jennifer Martin asked that the Jack Kent Cook Foundation Award be added to the list; she will forward information on the award to Monica.

B. Review “Decades of Achievement” bullets

Carolyn Barnes shared with the council her perspective of the Chancellor's expectations for the “Decades of Achievements” compilation. She distributed several handouts of previous marketing endeavors approved by Dr. Stuart and fielded questions from the council on how to proceed in listing achievements. Specifically, she said the Chancellor is looking for a correlation between the University's successes and the State of Texas' educational goals. The Provost will continue to assimilate the colleges' achievements and will get meet with the Chancellor soon for direction on formatting the information.

C. Areas of Distinction

1. Health and Wellness – Jimmy Ishee said his goal is to build upon the areas of health and wellness where the University is already distinctive. The information he recently shared with the council is based primarily on the undergraduate programs on the Denton campus, but he intends to expand upon it after he meets next week with CHS department chairs and program directors.

2. Women in Business – Ann Hughes distributed a handout, “Women Mean Business”, and shared that she recently met with the Chancellor who challenged the SOM to “think big and think bold”! The SOM plans to host a conference in the 2010 Spring Semester, and she asked the council for suggestions for the event. On February 12th at 3:30 p.m., TWU will be the first University to premiere “The Glow Project”. A VIP reception will precede the showing at 2:30 p.m. on CFO 13. She also noted that TWU offers classes at the American Airlines Conference Center where there are currently 25 students enrolled.

3. Educating Global Citizens – Though the Chancellor has not determined who will take leadership of the globalization initiative, Ann Staton reported that she met with department chairs and program directors in her college to discuss possibilities in their areas of study; she will soon share this information with the council. She stressed that strong interaction with Student Life will be needed for a successful initiative and said the challenge for the University will be to identify its strengths and then focus on those areas.

D. Internships

Jennifer Martin plans to develop a centralized process for inventorying university-wide student internships, as requested by Dr. Stuart. She distributed a chart for deans and departments/programs to complete on existing credit and non-credit internships, practica, and field experiences. All internship locations are to be listed, along with the contact hours for each, and the data is to be based on the 2008 Fall Semester. The council recommended the additions of columns for the course prefix/number and for per internship. Jennifer's office will distribute the chart to departments and will allow a month for completion.

E. Grades and Deadlines -

Teresa Mauk addressed the concern of late grade submissions. The deans identified some of the major faults in the computer system contributing to the problem. Teresa will work with IT on the councils' suggestions to reduce system errors and to make the function more workable for faculty. Jennifer Martin and/or the Provost would like to join Teresa when she meets with IT to discuss the matter.

F. TSTC Harlingen University Articulation Center Request

Kay Clayton discussed the December 10, 2008 letter Dr. Stuart received from Dr. Cesar Maldonado, President of the Texas State Technical College in Harlingen concerning TWU partnering with TSTC-Harlingen to offer classes at the off-site location. This opportunity would be comparable to what is currently done at The Woodlands location. Barbara Lerner will be the contact person for this potential initiative.

G. Convocation Update

Nan Restine shared an update on her meetings with Debbie Burgess and Nora Sierra on this year's Convocation, which is scheduled on April 23, 2009 at 10:00 a.m. TWU alum, Tom Brown, has agreed to provide the music for the ceremony. The council agreed that the Provost will make an announcement to the campus community about Convocation.

H. Retirement Communities Update

Mike Simmons and Teresa Mauk reported on the progress of the new initiative to enlist retired TWU faculty to serve as adjuncts and noted that efforts had recently been focused on retirees at Robson Ranch, where there are 10-11 contacts. A presentation is scheduled there on January 21. Patricia Holden-Huchton will check with Carlos Gallardo in Human Resources to see if the advertisement for adjuncts has been placed. The council was asked to provide information on potential contacts.

I. Noel-Levitz Survey

Carol Kominski told the council that the majority of the information gathered from TWU students in the Noel-Levitz survey was positive. This survey will be distributed every three years by the Dean of Students.

I. Old Business

II. Brief Reports

A. Letters to direct reports

The Provost said letters have been sent to the deans' direct reports asking for feedback on their job performance. Responses to three questions are due to the Provost on February 16. The information will be aggregated and shared with the deans individually.

B. Retention

Judith Bean said deans will receive departmental retention data soon to share with their chairs. Judith and Jennifer Martin will work on a tutorial to assist departments in understanding the retention report. She asked if college retention plans have been forwarded to the Provost as requested by Dr. Gunning last spring.

C. Enrollment Update

Jennifer Martin reported that current enrollment is 11,457, which is an increase of approximately 500 students from the 2008 Spring Semester enrollment. Mike Simmons reported that Blackboard data will reflect student additions but will not show student drops, which must be done manually. IT is addressing this problem, and Jean Mankoff will keep faculty/staff advised of progress.

