

Deans and Department Heads Meeting
September 10, 2009
UC 203-204, Nasworthy Suite
Minutes

Present: N. Allen, T. Badgett, T. Bankston, Col. M. Buck, D. Carter, K. Cody, W. Davidson, G. Engdahl, S. Eoff, M. Fortin, C. Gaulden, S. Hasson, K. Heineman, K. Lambert, J. Limbaugh, L. Lucksinger, B. May, L. Mayrand, K. McCoy, J. Miazga, L. Moore, L. Musgrove, E. Olson, J. Osterhout, T. Roden, T. Sauncy, D. Scott, J. Summerlin, P. Swets, S. Wahl, A. Wallace, L. Wheeler, S. Wilkinson

Guests: C. Braden, S. Logan, J. Penry, J. Wegner

Announcements

1. Topic: Announcements – J. Limbaugh

- J. Limbaugh welcomed the new department heads to the committee, along with Dr. Sauncy as president of the Faculty Senate.
- The deans and academic department heads will meet every two weeks this year to improve communication.
- Governor Perry signed an executive order directing the Texas Higher Education Coordinating Board (THECB) to work with Texas institutions of higher education to undertake a comprehensive review of system-wide opportunities for achieving cost efficiencies. The directive includes a review of state funding based on student course completion, restructuring the state's financial aid programs, consolidation or elimination of low-producing academic programs, faculty workload, transfer agreements between two and four year institutions, cost of instructional materials, and alternatives to creating new campuses through practices such as distance learning.
- ASU is now Hispanic Serving Institution (HSI) eligible, with our Hispanic enrollment at 25.08%.
- A common institutional scholarship application is being finalized, and the financial aid website has been redesigned.

Responsible Party: N/A, Informational

Guests

1. Topic: Focused "Ask" List – Jason Penry

The creation of an "ask" list will help focus requests to donors.

Responsible Party: N/A, Informational

2. Topic: CITR – John Wegner

The CITR fosters teaching, research, mentoring and service. The faculty will receive a needs assessment to aid in the identification of CITR faculty initiatives. The CITR plans a variety of faculty opportunities this year, including research institutes and a faculty mentoring program.

Responsible Party: N/A, Informational

3. Topic: Planning and Institutional Effectiveness – Sarah Logan and Crystal Braden

S. Logan and C. Braden distributed (1) "talking points" to assist departments as they address accountability and assessment and (2) a department heads' checklist to guide the processes of accountability and assessment. Deadlines are included on the checklist.

Responsible Party: N/A, Informational

Minutes

1. Topic: Minutes

The minutes were approved.

Responsible Party: N. Allen

Old Business

2. Topic: Academic Affairs Updates – Jim Limbaugh

- Nancy Allen will assume the duties of Vice Provost for Undergraduate Education as proposed in the conceptual organizational chart, allowing Nancy, as interim, to address specific initiatives.
- J. Limbaugh reviewed the provost's website that lists the various initiatives for 2009-2010 along with the current status of each.
- A Provost's Blog is available to improve communication and update the ASU community.
- Everyone is encouraged to attend the Recruitment and Retention Summit tomorrow (September 11, 2009).
- J. Limbaugh will be calling all Department Heads to set up meetings with the faculty throughout the year to exchange information and ideas.
- Grady Blount will chair a task force to establish new guidelines for academic program review.
- A number of academic policies are out-of-date and or have unintended consequences, especially those addressing academic suspension and probation and the reinstatement of students. The first of a series of meetings has been held to address the policies and develop a new policy for academic suspension and probation.
- The creation of academic advisors within the colleges will help address advising issues. The Center for Academic Excellence (CAE) will concentrate on undeclared majors and students-at-risk. Tutoring services will also assist students.
- SOAR/FYE - Nancy Allen
N. Allen discussed First Year Experience (FYE) and revised SOAR as components of a campus-wide, integrated recruitment/retention initiative.
- The Academic Master Plan is nearing completion and will then be shared with the Deans' Council and other university constituents.
- Search Status – The search for the Associate Vice President for Enrollment Management has been narrowed to four candidates. Telephone interviews are scheduled for next week. The Provost search is on schedule. An individual will possibly be identified by as early as January 2010 and be on the job by June 2010.

Responsible Party: N/A, Informational

3. Topic: Professional/Clinical Achievement Awards (PAA/CAA) – Nancy Allen

N. Allen again stated that the intent of the Professional/Clinical Achievement Awards is to reward exemplary performance. Twenty-two faculty members received the PAA. During this academic year, the PAA/CAA process will undergo revisions and departments will revisit the criteria in light of the standard for exemplary performance.

Responsible Party: N. Allen

New Business

4. Topic: Programs of Distinction – Jim Limbaugh

ASU will identify “Programs of Distinction.” Those that have been named are Nursing, Education, and Agriculture. Guidelines are forthcoming for designation as a “Program of Distinction.”

Responsible Party: N/A, Informational

5. Topic: Faculty Awards – Jim Limbaugh

Academic Affairs will organize a faculty awards banquet in the spring to recognize, among others, newly tenured and promoted faculty and PAA recipients. Academic and Student Affairs will work with the Faculty Senate in identifying faculty members.

Responsible Party: N/A., Informational

5. Topic: Faculty Handbook – Jim Limbaugh

The faculty handbook is out-of-date and many of the policies need updating. Toni Sauncy reported that the Senate does not wish to pursue the immediate creation of such a handbook. Faculty members will, however, be notified of updates that affect them.

Responsible Party: N/A., Informational

Round Table

Shirley Eoff

- The Honors Program has 74 returning students, and enrolled 72 new students this semester. She will meet with department heads to discuss expanding honor sections.

Kevin Lambert

- Constitution Day is September 17, 2009. ASU will hold appropriate activities.

Ed Olson

- ASU senior Kyle Ratliff received an internship with the United States Supreme Court this fall.

Maurice Fortin

- The remodeling of the Porter Henderson Library will begin December 15, 2009, with a projected completion date of July 30, 2010.

John Miazga

- The Texas Education Agency and the State Board for Educator Certification will be on campus for a monitoring visit the end of October.
- The NCATE National Visit will be April 17, 2009
- Marcia Broughton is undergoing surgery today.

John Osterhout

- J. Osterhout received congratulations on receiving ASU’s first grant from National Institutes of Health (NIH) to conduct research on AIDS.

Brian May

- Plans to include New Braunfels in the Hill Country initiative are going well.

Lorri Moore

- Official fall recruiting started this week with El Paso.