

## **Deans and Department Heads Meeting**

**October 29, 2009**

**UC 203-204, Nasworthy Suite**

### **Minutes**

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

### **Minutes**

1. Topic: Minutes

The minutes were approved.

Responsible Party: N. Allen

### **Guest**

2. Topic: Community Relations – Becky Brackin

Becky Brackin, ASU's newly hired Director of Community Relations, introduced herself to the members and discussed the scope of her duties, including the Texas Tech System's strategic priority for further outreach and engagement and its goal for all campuses to reach community engagement and outreach classification through the Carnegie Foundation. She will work ASU's efforts to engage in community outreach and service learning, including tracking activities in which the University is engaged. A small group already formed will expand into a Community Relations Council with membership including both faculty and community members will define priorities and capacity for community engagement. B. Brackin is also responsible for the University calendar and will provide a snapshot of the week's activities on campus. J. Limbaugh noted that the Chancellor wants the Texas Tech System to be the first in Texas to receive the Carnegie designation.

### **Old Business**

3. Topic: Academic Master Plan – Jim Limbaugh

Comments have been received from both the Faculty Senate and the academic deans and department heads. The plan is completed, but J. Limbaugh is incorporating the document into the Strategic Plan. J. Limbaugh extended his thanks for everyone's help.

Responsible Party: N/A, Informational

4. Topic: Summer School – Jim Limbaugh

The report on summer school stipends should appear on time and essentially resembles the plan identified at the special faculty meeting in August. The new salary schedule is a transitional one from which we need to learn in order to prepare the one for summer 2011. The president's directive to move to a cash-based summer school so that formula funding generated can be used for regular faculty salaries

Responsible Party: N/A, Informational

5. Topic: SOAR/FYE – Nancy Allen

Beginning this summer, SOAR will undergo changes to provide a stronger academic focus. After an initial meeting with the Student Support and Retention, an ad hoc committee of faculty members, deans, department heads, Faculty Senate president, Student Senate president, and Associate Vice President for Enrollment Management will hold a retreat to discuss the new SOAR schedule. J. Limbaugh requested feedback from the deans and department heads about changes they would like to recommend.

Responsible Party: N. Allen

6. Topic: Core Curriculum – Nancy Allen

J. Limbaugh noted that major problems exist with the core. While the *Catalog* identifies a 45-hour core, some programs have one of 42 hours. We must establish what constitutes the core in order to assess it. The Core Curriculum Committee has been reconstituted to meet membership requirements. The committee is meeting this afternoon and will be charged with reviewing and establishing a institutional core as well as identifying appropriate assessments to meet both CB and SACS requirements.

Responsible Party: Core Curriculum Committee

7. Topic: Administrative Searches – Jim Limbaugh

T. Sauncy reported that the search committee for the Provost is progressing with the committee having identified a short list of candidates the committee will meet through airport interviews, beginning November 6, before identifying those for on-campus interviews.

J. Limbaugh reported that the search for the Vice President for Student Affairs has a number of well-qualified candidates. The search committee will be conducting telephone interviews with five candidates.

Responsible Party: N/A, Informational

**New Business**

8. Topic: Vacant Faculty Positions – Jim Limbaugh

J. Limbaugh read to the members a directive from President Rallo about vacant tenure-track positions and their salary lines: “Vacant tenure-track faculty positions and their salary line, created by the resignation, retirement or death of a faculty member, will be assigned to the Provost and Vice President for Academic Affairs. The presumption is that the position will revert back to the dean of that academic unit after she/he justifies the position based on the strategic academic priorities of that college. That presumption may be outweighed by the recommendation of the Provost and Vice President for Academic Affairs that a higher priority exists, based on the University Strategic Plan, to reassign that position to another academic unit. The final decision on the assignment of the position rests with the President of the university.”

In response to a query by B. Davidson, J. Limbaugh acknowledged that we must be able to respond proactively to last-minute vacancies.

Responsible Party: J. Limbaugh

9. Topic: Salary Schedule Study – Jim Limbaugh

Because the Board of Regents removed our request for a consultant to conduct a faculty salary structure, the salary schedule study will be conducted in house. Two committees, one a work group and one an oversight group, will have substantive representation from Academic Affairs, including faculty, deans, provost, and vice provost. K. Lambert recommended a faculty member or dean serve on both committees. Because of some rhetorical issues, J. Limbaugh will revise portions of the document. E. Olson expressed concern about the negative impact of completing the study but not implementing its recommendations. Other members noted that we must have some schedule in place, even if implementation is delayed or takes place incrementally. K. Heineman recommended care in conducting such a study because of problems resulting from perceived faculty salary inequities.

Responsible Party: N/A, Informational

10. Topic: Tutor Center – Jim Limbaugh

J. Limbaugh announced the opening of the new Tutor Center with satellite locations in Texan Hall and Centennial Village. Hours are Monday through Thursday from 7:00 pm until 10:00 pm and 4:30 until 10:00 pm on Sunday.

Responsible Party: N/A, Informational

11. Topic: Boerne Initiative – Jim Limbaugh

On Friday, October 30, a press conference will be held in Boerne to announce ASU's presence. Classes will be offered beginning in January. J. Limbaugh thanked all those involved in this initiative for making it so successful.

Responsible Party: N/A, Informational

12. Topic: Quality Enhancement Plan (QEP) – Jim Limbaugh

Because the QEP proposal must be ready by fall 2012, the university must begin working on the proposal now. K. McCoy noted that a Steering Committee will be created to make recommendations to the Provost for the process and all relevant activities. The committee should be in place by December with its recommendations presented to the provost in the spring.

Responsible Party: K. McCoy

## **Round Table**

### Scott Hasson

- The report on the doctoral program from the SACS visiting team was favorable with only some minor points to address. Final approval is expected in June.

### Corbett Gaulden

- The AACSP reaccreditation team completed its on-campus visit. Team members reported that some issues will need to be addressed but also identified positive items.
- Brigadier General Steve Richey, the last pilot to earn the distinction of ace, is on campus speaking to various groups. C. Gaulden encouraged all to take advantage of this opportunity.

Tom Badgett

- T. Badgett asked about efforts to convert classrooms to student lounges. K. Cody responded that the committee charged with addressing this and other issues impacting room use is moving forward with recommendations.

Jim Limbaugh

- J. Limbaugh thanked Paul Swets for his service on the search committee to select the Associate Vice President for Enrollment Management. Steve Klein, who was selected for the position, started work Monday.
- Office moves will begin in January. A schedule is forthcoming.

Paul Swets

- Using funds from the Instructional Enhancement Fee, the Department of Mathematics is expanding the hours of its lab and is hiring a fulltime lab coordinator.

Jim Summerlin

- J. Summerlin thanked those members who participated in activities associated with an on-campus visit from the Texas Education Agency.

David Scott

- Ensemble and individual performances are free and everyone is invited to attend. The next faculty recital is Thursday, November 5, featuring K. Lambert at 7:30 in the Eldon Black Recital Hall.

Karen Cody

- K. Cody invited the members to attend one of the Coffee and Conversation sessions held by the Department of Modern Languages. The response has been positive to this community and campus outreach effort.

Ken Heineman

- The American Historical Association has recognized the ASU History Department as one of six distinct departments based on faculty publications and heavy teaching load for a small department.

John Miazga

- Representatives from the Texas Education Agency have completed a monitoring visit for continuing accreditation. ASU is in compliance in all areas, and the team was impressed with several aspects of the program.

Nancy Allen

- HEAF requests from the college deans, in priority order, are due Monday, November 2.

**Adjournment**