

Dedman College Faculty Meeting
Minutes
November 29, 2010

Dean Tsutsui called the meeting to order.

The following staff members were recognized for their service to Dedman College:

Kathleen Sullivan Stephens – Advising – 3 years
Crystal Hughes – Finance Office – 10 years

Approval of Agenda: a motion was made to approve the meeting agenda, seconded and passed unanimously.

Approval of September 8, 2010 meeting minutes: Dennis Cordell made the following correction to the September 8, 2010 meeting minutes: Call for proposals for UC curriculum should be changed to spring 2011 rather than spring 2012. Correction was noted. Motion to approve the minutes as corrected, seconded and passed unanimously.

Hegi Family Career Center Presentation: The Hegi Center would like to partner with the Dedman College faculty more effectively to get more opportunities for students on campus. The career center offers many different services to students during their 4 years at SMU. For 1st and 2nd year students, the career center offers the following services/assistance:

- Career Exploration and Academic Advising Partnership: Hybrid Session
- Career Assessments and Information
- Career Theory and Development Course: HDEV 2308
- Student Employment and Organizations
- Leadership & Experience
- Become a Leader: LCI & SAMSA
- Career Events and Panels
- Volunteer or PT position
- Career-focused Summer Internship: MustangTrak & UCAN (National) – open to all interests and areas

During the 3rd and 4th years, the career center offers the following to students:

- Network and Implement
 - Hit the Pavement: 10 Dedman College students on a field trip in November to visit three Dallas employers: the Center for Nonprofit Management, Sewell Automotive and Southwest Airlines. The kickoff "Hit the Pavement" event introduced students to the organizations' leaders, as well as career opportunities for liberal arts majors.
- Internship and Research Experience
- Linked-In (professional networking site – currently 700+ SMU alumni signed in)
- Company Information Sessions and Panels
- Concretize and Skills Training
- Finalize the Career Path(s): Career Fairs – attracted 94 employers last year
- Graduate School Preparation/Process Assistance: 35% of students attend graduate school
- Mock Interview and Resume Training
- Personal Branding and Salary Negotiations
- 1 Year Out-Entry-level employee skills

The career center sees individually approximately 60% of liberal arts students on campus, at career fairs approximately 35-40% of attendees are liberal arts students. Employees are looking for analytical skills,

communication in written and verbal form. Although the career center does not offer a dossier service (lack of staff/funding), students are encouraged to put together a branding message, recommendation letters, etc., for future employers/graduate school.

Gambrell Motion. The motion was approved, seconded and approved unanimously.

State of the College: Dean Tsutsui thanked everyone for their good work this semester and warm welcome, as well as the constructive engagement during the departmental meetings he has attended this semester as well as the weekly faculty lunches. Please sign up for a luncheon in the spring if you have not done so. The Dean also expressed his appreciation to those faculty and staff members who have served on the various college committees this semester, i.e. strategic planning and space, as well as those departments, programs, and individuals who have submitted feedback to the strategic planning process. The committee has received over 200 pages of materials and is in the process of reviewing and analyzing the material in order to distribute a completed plan in early spring. In this process, it was discovered that the college does not have a mission statement. This is important in order to educate people in the community what the liberal arts is and what it can do. A sub-committee within the strategic planning committee was formed, a mission statement was drafted, and has been vetted by the strategic planning committee and the Dedman College Campaign Steering Committee. The mission statement will then be distributed to the Dedman College Executive Board and to the university external affairs/integrated marketing and it is hoped to have the mission statement distributed to the faculty before winter break. There has also been interest from the strategic planning committee as well as members of the community that Dedman College should have a slogan. A contest for the best and worst slogans for the College will be announced soon.

Dean Tsutsui asked George Holden, chair of the space committee for a brief update on the committee's progress. The committee has been interviewing department chairs and appropriate persons on campus about the college's space issues and needs, and has gathered information on departmental and research space needs. The committee is in the process of putting its information in a report to the Dean to finalize policies on allocation of space in the college as well as assessment of space needs for upper administration review. Dean Tsutsui thanked the committee for all of their hard work on this issue.

Another important committee recently formed in the task force on student advising and student records which is being chaired by Peter Moore. If any faculty member has any thoughts on the advising process, please forward that to Dr. Moore. The committee hopes to have a report by the end of the spring semester.

Dean Tsutsui gave an update on the capital campaign. The college has raised 40 million so far, but still has a way to go. Recent gifts include a 2 million planned gift to support the Human Rights Program, several scholarships for the Dedman Scholars program as well as gifts to the Dean's Research Council. The deadline for applications for Dean's Research Council grants is 12/1/10 and it is a good way for younger faculty to receive seed money for research. The Dean thanked Courtney Corwin and Sharon Gambulos for all of their hard work in raising money for the college.

Dean Tsutsui opened the floor for questions:

The following questions were asked

Has the provost shown any indication to release faculty positions back to the schools, rather than the current process. Dean Tsutsui indicated that he did not think this would happen, and is not optimistic that there will be any infusion of new faculty lines within the college in the short term. The strategic planning committee is working on making this a part of the plan.

How can individual faculty members obtain funding for various programs and research projects. Coordination is essential and the faculty member should come and speak with Courtney Corwin or Dean Tsutsui with a well developed proposal.

What is happening with the Office of Admissions. The office is in a transitional phase, but it will take approximately a year to see any sort of improvement. Dedman College needs to take a more active and aggressive role in recruiting to attract top students, rather than waiting for those students who do not pick Lyle or Meadows. It is important to use Dedman faculty in recruiting efforts as students want to speak with faculty and can relate better to personal insights and realistic information about Dedman programs than a "canned" presentation. Faculty members were urged to say yes to meeting with prospective students if at all possible. Inside SMU, on April 15, 2011 is another important way to showcase the college.

How is entrepreneurial defined in an academic setting. To find the resources necessary to make a good idea work, whether it is an existing program that is underfunded or a brand new idea which would further the mission of a department, program and/or the college. Faculty should come up with ideas as well as prepared to come up with potential funding, whether through grants, donor connections in the community, etc. and speak to Courtney Corwin or the Dean. The college needs to be more aggressive in finding grant opportunities, however, the college nor the university have the infrastructure to make people aware of the opportunities or support the grant writing. Several departments have brainstormed with the Dean and Courtney this semester in order to come up with funding ideas. It was noted that several departments have had trouble working with central administration in order to write large proposals for large amounts of money.

Campaign is about people and programs, any sense that development office is more able to use faculty in fundraising efforts. People in development recognize the value of the faculty spotlights which have been presented over the past few years, as excellent ways to showcase our faculty and graduate students to potential donors, however, the college needs to engage new people. For example one of the most successful spotlights this semester was one honoring Jeremy Adams, where many alumni from past classes attended.

Question for recruiting students – what are going to do with liberal arts degree and college does not have a dossier bank to help students over their college career. It is a fundamental issue for SMU. At this point, the college does not have the resources to offer this however, the college needs to look at how are servicing students, what degrees are offering, interdisciplinary programs, providing degrees that excite students. Not necessarily about dossier but what we give our students.

Meeting adjourned.