

Dedman College Faculty Meeting Minutes
December 6, 2011

Dean Tsutsui called the meeting to order.

Presentation of Staff Service Award: Tiffany Heape, staff member in Dedman Records was presented with her 3-year staff service award.

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

Approval of August 29, 2011 Minutes: Motion was made to approve the minutes as written, seconded and passed unanimously.

Gambrell Motion: Motion was made to approve, seconded and passed unanimously.

Office of Research and Graduate Studies: Dean Tsutsui introduced Alicia Brossette, Assistant Vice President for Research Administration and Technology Management. Ms. Brossette introduced Sandra Oswald, Associate Director and Kimberly Jones-Ross, a new contract specialist. Ms. Brossette spoke about updates and changes to their website, specifically processes for filing grants, budget processes, and electronic notifications. Faculty members were encouraged to contact their office with any questions.

University Curriculum Update (Dennis Cordell). Dr. Cordell gave an update on the continued creation of the University Curriculum. The Council on General Education is in the process of reviewing the all of the elements of Foundations, Personal Responsibility and Wellness Courses, Discourse and Discernment (both regular courses and for the honors program), Quantitative Knowing and Ways of Knowing Course and expects by December 7, 2011 to have approved all of these. Additionally, the council has been reviewing each pillar and has approved some courses; however, there are those that require a certain expertise in review, so small committees within the council have been set up for this purpose. Most courses that have been sent back to faculty members for revision have issues not with content but with student learning outcomes. Another request for faculty submission of Ways of Knowing Courses will be sent out in the near term. Dr. Cordell thanked the faculty for their patience and willingness to work through the process.

Jasper Neel made a brief announcement to Faculty Club members about collecting cash donations for a Christmas gift for Francine Patterson, who manages the faculty dining room at Umphrey Lee.

State of the College (Bill Tsutsui). The Dean thanked the faculty and staff for all their hard work this fall. There have been many new developments within the college, for example the Human Rights major and the Center for Drug Discovery, Design and Delivery (CD4) as well as the addition of new staff members in advising and records. Ellen Richmond, the new Director of the University Advising Center and Jay Orenduff, the Director of Student Records, were introduced and welcomed. The College is still working on filling the Director of Marketing for the College and two candidates will be interviewed this week. The Dean gave an update on the progress of several committees and task forces that were formed on behalf of the College this fall. The Interdisciplinary Task Force Committee has put forth a draft of their report and it is expected to be finalized before the end of the year. Dean Tsutsui thanked Caroline Brettell, chair of the committee and the committee members for all of their hard work. The Committee on Mentoring Faculty from Associate Professor to Full Professor chaired by Peter Moore will have a report by the end of term and it is possible that the report will be refined further in the spring. The Committee on Area Studies chaired by Dan Orlovsky is in continued discussion. The Committee on Departmental Distinction Programs and their relationship with the University Honors Program, chaired by David Doyle, is also in continued discussion and a report is expected in the spring. Dean Tsutsui thanked all faculty and staff members who are serving on these committees and encouraged all faculty members to provide input on the various topics. Dean Tsutsui also thanked all of the members who served on all the promotion and tenure committees this year, and expressed his appreciation to Peter Moore and Cindy Havens for their

organizational efforts on the 15 cases that were presented this year. Development efforts by the College have increased over the last two months due to the release of the Dedman College strategic plan which provides a blueprint for the College's future and for the efforts of Chair of the Board of Trustees Caren Prothro to put Dedman College at the forefront of the campaign. Dean Tsutsui announced that Ray Marr, a longtime supporter of SMU and Dedman College has made a pledge through ISEM to support undergraduate research programs in the Department of Earth Sciences. Additionally, the Dean thanked Courtney Corwin and Sharon Gambulos for their tireless efforts in fundraising. The faculty was also encouraged to partner with the university's efforts in donating to the United Way during this holiday season. Dean Tsutsui made an announcement to the faculty about the change in the retirement policy for faculty in Dedman College. As faculty may or may not be aware, there was a long standing agreement for retiring faculty to receive a terminal year leave or "victory lap." However, the provost has decided after this academic year that he will not sign retirement agreements automatically granting terminal year leaves to retiring faculty except in extraordinary circumstances. If faculty are interested in retiring in the next two to three years and wish to take advantage of the terminal year leave option, please make an appointment with the Dean by March 1st. Dean Tsutsui also asked that all department chairs speak with their retirement eligible faculty (at least 40 years of age and 10 years of service) to make sure that they understand this change in policy.

Peter Moore made an announcement that the goal is to target 1450 freshman plus incoming transfers for Fall 2012, which will create the need for more 8:00 a.m. classes as well as late afternoon classes, as well as a shift in normal classroom assignments. Dean Tsutsui then opened the floor for questions. A question was asked about an update on the branding study. The Richards Group was hired to do creative work on the concepts developed at the branding seminar, to move these concepts in to tag lines, and to develop a new look for the college website and printed materials as well as the "elevator" speech, which is important for telling the message of Dedman College. A question was posed about salary ranges within the College and the University. The College is trying to address equity across the college within the raise pool. Question was posed about collaboration with Meadows for refurbishments in Umphrey Lee 241. Unfortunately, the cost to completely refurbish the room would be \$400,000, so a slimmed down version is being discussed. Question was posed about the \$50.00 per semester international fee, and departments' inability to pay the students directly without IRS complications. Dean Tsutsui indicated that there wasn't much the College could do at this other than to continue to bring this to the attention of the provost. Question was posed about student athletes' lack of attendance in classes and how to prevent that. It was mentioned that there is a university subcommittee working on this issue.

Meeting adjourned for Stella Porter Russell Reception at 4:46 p.m.