


**College of Sciences
Departmental Meeting
November 8, 2006**

- 1) Update on final grading and roster changes (handout).
Grady will request a simpler method for generating rosters.
- 2) Library materials budget (handout).
- 3) Invitation for lab and field safety audit to Risk Management Office.
- 4-A) Formula funding presentation (from October 25th e-mail).
- 4-B) Classroom utilization strategies
(see <http://www.thecb.state.tx.us/reports/PDF/1151.PDF>)
Guideline is 38 hours/week for classrooms and 25 hours/week for labs
If it isn't in Banner is do not get reported.
Action Item: Check all rooms in your area and get back with Grady on any coding errors or potential use changes.
- 5) Room Assignment reports from Angela Balch. Are they accurate?
- 6-A) Update from Kelly McCoy on status of CoS Mission Task Force.
Kelly reports that the Task Force will meet on 11/17 and prepare for a presentation to all college faculty.
- 6-B) Any updates on Fall college meeting (see "HB 1_retreat.pdf" attachment)?
 - DE candidate classes
 - examples of *Best Practices* classes,
 - ID list of student learning outcomes for each degree program,
 - assess at least 3 student learning outcomes for each degree program,
 - develop program to assess general education outcomes.
- 6-C) Andy Dane leading discussion of IE initiatives.
Andy discussed his SACS-prep activities and distributed discipline-specific examples of outcomes measurements.
- 7) Dawkins, Satterfield, Poppeliers all begging off from commencement duties. David will handle mace duties. Need replacements for Joe and Christian.
Paul and Andy volunteered to replace Joe and Christian for the December commencement ceremonies.
- 8) New Business?



Angelo State University – Office of the Registrar

Memo

To: ASU Faculty
From: Angela Balch 
Date: 10/19/2006
Re: Final Grading and Roster Changes

At the May 2006 Academic Deans' Council Meeting, the Deans approved some enhancements to our grading process. Beginning with the Fall 2006 semester, all grading will be conducted electronically using the Banner Web Grading module. This functionality will allow the faculty and the university to:

- Enter grades at the faculty member's convenience (both time and location).
- Record grades in a timely and accurate manner.
- Provide grades to students in a timely manner.
- Store grades electronically utilizing the instructor's log-in as the verification signature of grade accuracy. This change greatly reduces the storage capacity required to house these permanent records, which will be necessary due to proposed renovations to the Hardeman building and an associated reduction of vault space.

Several training sessions are being planned to assist in this transition. In addition to these sessions, departmental secretaries will be trained on how to use the Banner Web Grading module so they can also assist when needed.

There is one other change that was approved at the May meeting. The Deans approved the utilization of the Banner Web Class Roster as the preliminary roster. Beginning with the Spring 2007 semester, no printed rosters will be sent at the beginning of the term. The reasoning for this change is that the moment these rosters are printed, they are incorrect due to the many opportunities available to the students to make schedule changes during the Add/Drop period. Since the web reflects registration changes immediately, it was determined the class roster on the web provides faculty with the most up-to-date and accurate information.

If you have any questions regarding the changes listed above, please let me know. I want to help make this transition as smooth as possible for all concerned. I will be sending out an email regarding the upcoming training sessions. I will be training faculty who will be grading for first eight-week sections on an individual basis. Please let me know what works best for your schedule. You are welcome to call me at 942-2043 ext. 222 or email me at abalch@angelo.edu.

cc: Don Coers
Richard Beck
Academic Deans
Department Heads

Materials Budget Status Report

October 2006

COLLEGES	TOTAL Allocations	Periodicals	Online	Total Serials	Standing	TOTAL Serials & S.O.	Books	BALANCE 10/01/06
BUSINESS								
ACCOUNT/COFFIN	\$36,955.04	\$21,933.58	\$0.00	\$21,933.58	\$3,249.04	\$25,182.62	\$0.00	\$11,772.42
COMPUTER SCIENCE	\$22,717.72	\$22,399.01	\$0.00	\$22,399.01	\$318.71	\$22,717.72	\$0.00	\$0.00
MANAGEMENT/MARKETING	\$35,209.31	\$22,726.80	\$1,790.00	\$24,516.80	\$2,905.96	\$27,422.76	\$0.00	\$7,786.55
Sub-Total	\$94,882.07	\$67,059.39	\$1,790.00	\$68,849.39	\$6,473.71	\$75,323.10	\$0.00	\$19,558.97
EDUCATION								
TEACHER EDUCATION	\$39,623.88	\$21,318.92	\$0.00	\$21,318.92	\$6,466.65	\$27,785.57	\$2,296.15	\$9,542.16
KINESIOLOGY	\$24,037.57	\$17,439.73	\$0.00	\$17,439.73	\$323.66	\$17,763.39	\$1,767.65	\$4,506.53
Sub-Total	\$63,661.45	\$38,758.65	\$0.00	\$38,758.65	\$6,790.31	\$45,548.96	\$4,063.80	\$14,048.69
LIBERAL/FINE ART								
ART/MUSIC	\$20,020.16	\$8,907.18	\$0.00	\$8,907.18	\$1,749.86	\$10,657.04	\$1,219.01	\$8,144.11
COMM/DRAMA/JOUR	\$22,072.10	\$16,284.14	\$0.00	\$16,284.14	\$3,805.28	\$20,089.42	\$451.95	\$1,530.73
ENGLISH	\$36,657.89	\$6,926.85	\$0.00	\$6,926.85	\$12,386.84	\$19,313.69	\$157.66	\$17,186.54
GOVERNMENT	\$20,831.10	\$20,831.10	\$0.00	\$20,831.10	\$0.00	\$20,831.10	\$0.00	\$0.00
HISTORY	\$26,824.59	\$7,727.17	\$0.00	\$7,727.17	\$259.38	\$7,986.55	\$2,874.34	\$15,963.70
MOD LANGUAGES	\$15,225.09	\$5,571.77	\$0.00	\$5,571.77	\$566.59	\$6,138.36	\$1,029.21	\$8,067.52
PSYCHOLOGY/SOCIOLOGY	\$51,904.64	\$48,328.29	\$0.00	\$48,328.29	\$1,530.95	\$49,859.24	\$0.00	\$2,045.40
Sub-Total	\$193,535.57	\$114,576.50	\$0.00	\$114,576.50	\$20,298.90	\$134,875.40	\$5,732.17	\$52,928.00
SCIENCES								
AGRICULTURE	\$21,919.62	\$21,919.62	\$0.00	\$21,919.62	\$0.00	\$21,919.62	\$0.00	\$0.00
BIOLOGY	\$45,589.11	\$44,150.92	\$0.00	\$44,150.92	\$1,438.19	\$45,589.11	\$0.00	\$(0.00)
CHEMISTRY	\$37,360.23	\$10,458.51	\$6,626.00	\$17,084.51	\$2,339.67	\$19,424.18	\$0.00	\$17,936.05
MATHEMATICS	\$30,789.89	\$25,737.76	\$0.00	\$25,737.76	\$304.36	\$26,042.12	\$0.00	\$4,747.77
NURSING	\$33,784.94	\$30,309.23	\$0.00	\$30,309.23	\$1,294.10	\$31,603.33	\$652.34	\$1,629.27
PHYSICAL THERAPY	\$32,374.26	\$28,914.56	\$0.00	\$28,914.56	\$0.00	\$28,914.56	\$0.00	\$3,459.70
PHYSICS	\$39,594.45	\$13,882.64	\$0.00	\$13,882.64	\$924.47	\$14,807.11	\$204.44	\$24,582.90
Sub-Total	\$241,412.50	\$175,373.24	\$6,626.00	\$181,999.24	\$6,300.79	\$188,300.03	\$756.78	\$52,355.69
LIBRARY								
Serials	\$69,769.00	\$69,769.00	\$0.00	\$69,769.00	\$0.00	\$69,769.00	0.00	\$0.00
Standing Orders	\$38,000.00	\$0.00	\$0.00	\$0.00	\$38,000.00	\$38,000.00	0.00	\$0.00
Books	\$28,739.41	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,143.63	\$22,595.78
Binding	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00
Authority Work	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$0.00
Contingency Fund	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00
Sub-Total	\$165,508.41	\$84,769.00	\$0.00	\$84,769.00	\$38,000.00	\$122,769.00	\$10,143.63	\$32,595.78
Student Fee Account	\$759,000.00	\$480,536.78	\$8,416.00	\$488,952.78	\$77,863.71	\$566,816.49	\$20,696.38	\$171,487.13
Memorial Funds	\$274,000.00	\$274,000.00	\$0.00	\$274,000.00	\$0.00	\$274,000.00	\$0.00	\$0.00
Library Gifts Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Replacements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
GRAND TOTAL	\$1,033,000.00	\$480,536.78	\$282,416.00	\$762,952.78	\$77,863.71	\$840,816.49	\$20,696.38	\$171,487.13

* Includes \$60,000 Grad. Enhance

**Academic Deans' Retreat
August 21, 2006**

Attending: B. Amos, T. Bankston, R. Beck, G. Blount, D. Coers, C. Diminnie,
K. Lambert and J. Miazga

New Business

1. Topic: House Bill 1

College credit program requirements at the high school level may increase AP and IB course transfer, thereby impacting semester credit hour production. It would be preferable to have these students involved in dual credit at ASU and the timing is right as the expansion of dual offerings remains a concern of SAISD. A few of the associated challenges include:

- Charging only Tuition A to be more competitive
- Marketing courses that are more rigorous
- Timing course offerings to match high school bell schedules

The first step will be to contact area superintendents to define our potential market.

Responsible Party: John Miazga, Richard Beck and Fred Dietz

The **Texas Governor's School Program** enables institutions of higher education to develop three-week summer residential programs in math, science, humanities, leadership, and public policy for high-achieving high school students. A concern was mentioned with respect to program sustainability amidst a fixed budget. The THECB will be contacted for additional information.

Responsible Party: Kevin Lambert

The emphasis on **College Readiness Programs** brings with it new opportunities for the development of contractual relationships between secondary and higher education agencies. Additional information will be secured from the TEA.

Responsible Party: John Miazga

The **Course Redesign Project** provides for a revision of one or more courses from no more than 25 entry-level lower division academic courses. This is an area where it would be advantageous to be one of the chosen rather than one of those who are told what to teach. College Algebra was of particular interest and more information will be secured from the system office.

Responsible Party: Grady Blount and Don Coers

2. Topic: Swirling

ASU's student population is increasingly prone to 'swirling' (achieving a higher education degree via enrollment at two or more institutions, either simultaneously or consecutively). The Council reviewed associated data, including increases in transcript requests and increases in transferred semester credit hours from area community colleges. It seems reasonable that this summer's decline in student

enrollment is due in part to the swirling phenomenon. The Council developed the following questions for further consideration.

- How much of an ASU experience have our students had?
 - What can we do to become more swirling friendly with respect to articulation and financial aid?
 - How much formula money are we generating in lower division courses and what are the implications of managed swirling?
 - Do we track how transcripts will be used via the transcript request form?
- Responsible Party: Richard Beck and Fred Dietz

3. Topic: Curriculum

Advanced level courses of low enrollment are of increasing concern.

Institutionally, we cannot afford to offer these courses. Student expectations need to be modified to take courses at a time when they are offered or their degree plans need to be modified appropriately. The deans are to review traditional low-performing courses in their area and develop rotational schedules that would ensure sufficient enrollment.

Responsible Party: Academic Deans

Given the consequences of student swirling, **distance education courses** that are offered during the summer may be particularly appropriate. Faculty incentives were discussed including the awarding of a bonus the first time a course is taught online rather than the traditional course development bonus. ASU could also consider a capstone requirement that includes distance education, preferably in-house. An ad hoc committee will be formed to consider associated questions further. The proposed membership included Casey Jones (LFA), Karl Havlak (SCI), Carl Martin (IT), Jeff Schonberg (LFA), Wrennah Gabbert (SCI), and Grady Blount (SCI) as chair.

Responsible Party: Don Coers

We are among the most traditional of institutions with respect to the development and offering of **evening and weekend programs**. Areas of potential development include a program that would allow paraprofessionals to complete their degree and become teachers. Said program would be eligible for tuition waivers from the State. Also, we should consider a program that would allow those pursuing post-baccalaureate study to become teachers. This program would be attainable if appropriate leveling courses were available online.

Responsible Party: John Miazga