

Texas Southern University

Associate/Assistant Deans' Council

Monday, November 29, 2010

3:00 p.m.

HH Conference Room 111

AGENDA

Welcome Dr. Elizabeth Brown-Guillory
Associate Provost and Associate Vice President for Academic Affairs

Announcements Associate/Assistant Deans

QEP Updates Dr. Vera Walker Hawkins
Associate Professor, Journalism, School of Communication

Associate Provost Updates Dr. Elizabeth Brown-Guillory

- QEP
- External Review of Academic Departments
- Faculty Awards
- Overcrowded Classes
- Blackboard
- Signage
- Updated CV's
- The Library Committee/ Dr. Kamau
- Technology Resources
- By-Laws
- Faculty Ombudsman
- Collaborations Among Departments

ASSOCIATE/ASSISTANT DEANS' COUNCIL MEETING MINUTES

Monday, November 29, 2010

3:00 p.m.

Hannah Hall Room 111

Council Chair

Dr. Elizabeth Brown-Guillory, Associate Provost and Associate Vice President for Academic Affairs

Council Members Present

Mr. Kevin Adams	Assistant Dean of Student Services, School of Communication
Dr. Gloria Batiste-Roberts	Interim Executive Associate Dean, Thomas F. Freeman Honors College
Dr. Jessica Davis	Interim Associate Dean for Student Affairs, College of Education
Dr. Patricia Garrison	Assistant Dean of Academic Support, Thurgood Marshall School of Law
Dr. Desireé Jackson	Interim Assistant Dean for Student Services and Instructional Support, College of Science & Technology
Dr. James A. Johnson, Jr.	Associate Dean for Academic Affairs, College of Education
Dr. Golda Anne Leonard	Associate Dean for Academic Affairs, College of Pharmacy and Health Sciences
Dr. Shirlette Milton	Assistant Dean for Student Services, College of Pharmacy and Health Sciences
Dr. Dianne Mosley	Interim Assistant Dean for Student Enhancement & Learning, College of Liberal Arts & Behavioral Sciences
Dr. Michael Sollars	Interim Associate Dean for Research & Technology, College of Liberal Arts and Behavioral Sciences
Dr. Helen Taylor-Greene	Interim Associate Dean for Academic Affairs, Barbara Jordan-Mickey Leland School of Public Affairs
Dr. Fennoyee Thomas	Associate Dean, College of Liberal Arts & Behavioral Sciences
Dr. L. Darnell Weeden	Associate Dean for Faculty Development/Research, Thurgood Marshall School of Law

Council Members Absent with Representation

Dr. Flora Estes Assistant Dean for Practice Programs, College of Pharmacy and Health Sciences, represented by Pharmacy Department Students

Council Members Absent

Dr. Gabriel Aitsebaomo	Interim Associate Dean for Academic Affairs, Thurgood Marshall School of Law
Dr. Felix Ayadi	Interim Associate Dean, Jesse H. Jones School of Business
Dr. Fernando Colon-Navarro	Associate Dean of Students, Thurgood Marshall School of Law
Dr. Oscar H. Criner	Interim Associate Dean for Administration and Development, College of Science & Technology
Dr. James DuMond	Interim Associate Dean for Academic Affairs, College of Science and Technology
Dr. Virgie Mouton	Assistant Dean for Student Development Programs, Thurgood Marshall School of Law
Mr. Uche Oguayo	Program Manager, College of Continuing Education
Dr. Lillian B. Poats	Associate Dean, The Graduate School
Ms. Erica Vallier Jackson	Assistant Dean of Assessment and Accreditation, Jesse H. Jones School of Business
Ms. Clara Wiley	Assistant Dean of Business Student Services, Jesse H. Jones School of Business

Others Present

Dr. Vera Walker Hawkins	QEP Director
Dr. Najla Najieb	QEP Committee Member

Opening

The meeting of the Associate/Assistant Deans' Council was called to order at 3:00 p.m. by Dr. Brown-Guillory.

A. Opening

- Dr. Brown-Guillory asked for the approval of the minutes from the previous meeting to be accepted as submitted. Dr. Gloria Batiste-Roberts motioned to approve, and it was seconded by Dr. Michael Sollars.

B. Announcements from Council Members

- Dr. Sollars introduced himself as the newly appointed Interim Associate Dean of Research and Technology, in COLABS. Dr. Diane Mosley introduced herself as the newly appointed Interim Assistant Dean for Student Enhancement and Learning in COLABS.

- Dr. Shirlette Milton announced the completion of the new student learning/lounge area in the College of Pharmacy and Health Sciences.

C. QEP Presentation

- Dr. Vera Walker Hawkins and Dr. Najla Najieb gave a presentation about the Quality Enhancement Plan (QEP), which is being developed in preparation for the Southern Association of Colleges and Schools (SACS).
- The QEP brochure is pending approval from the Deans' Council. Dr. Walker Hawkins explained that the focus is literacy. She stated that the slogan "Literacy Now" was suggested because the focus is on reading, writing and arithmetic literacy. TSU is expecting a site visit from SACS on Feb 8-10, 2011. In addition to the brochure, there is also a twelve-page executive summary which outlines the different programs, and will be distributed after the next Deans' Council meeting. Additionally, she advised that there is an extensive narrative that is currently being edited and will be available online as soon as it is completed.
- Dr. Najieb stated that QEP aims to help freshmen get acclimated to college life and to help them feel like they are an integral part of university life. She also mentioned that QEP offers a Freshman Transfer Orientation, and advised that Freshman Seminar 102 would take the place of Sociology 211.
- Dr. Walker Hawkins also spoke about the program called "Releasing the Cubs to the Tigers" as a ritual wherein students go through a pinning/capping ceremony at the end of the first week.
- Dr. Walker Hawkins mentioned that QEP has a five-year plan, one part of which is creating a Center for Excellence in Learning. Throughout the five years, progress will be monitored and changes must be documented.
- Dr. Brown-Guillory advised council members to familiarize themselves with the QEP, particularly because the SACS on-site team may wish to speak to them about TSU's QEP.

Associate Provost Updates

- Dr. Brown-Guillory reminded council members that Commencement was on December 11, 2010, and that the Honors Day program might be moved up to January 27, 2011 instead of sometime in April.

E. Honorary Doctorate Award

- Dr. Brown-Guillory announced that the TSU Board of Regents approved an honorary doctorate degree to be given to South African President Jacob Zuma in Spring 2011. She stated that the celebration would possibly be combined with the Honors Day program.

F. Dean Search Update

- Dr. Brown-Guillory announced that the Honors College dean candidates would be on campus this week. She also informed the council that Dr. Freeman's title would become Founding Dean Emeritus and that he would remain in charge of the TSU Debate Team.
- With regards to the Jesse H. Jones School of Business dean search, Dr. Brown-Guillory noted that twenty-five applications had been received so far.

G. Student Retention Efforts

- Dr. Brown-Guillory announced that TSU has been awarded \$2.6 million from the Houston Endowment to create the Urban Academic Village, a retention program.

H. Northwest Campus

- Dr. Brown-Guillory announced that there will be a ribbon cutting ceremony for the Northwest Campus, and that invitations would be sent out to all shortly.

I. Texas Southern University – Houston Community College Collaboration

- Dr. Brown-Guillory announced that TSU is working with the HCC Northeast Campus on recruiting transfer students.

Adjournment:

Dr. Brown-Guillory called for a motion to adjourn the meeting at 4:00 pm. Dr. James Johnson moved and Dr. Golda Anne Leonard seconded the motion. The next meeting of the Associate/Assistant Deans Council is scheduled for Monday, January 24, 2011, at 3:00p.m. in Hannah Hall Conference Room111.

Minutes Submitted by:

Ms. Tiffany Vaughner, Senior Administrative Assistant

Approved by:

Dr. Elizabeth Brown-Guillory