

**CoSEA Leadership Meeting**  
**Wednesday, March 20 2013**

**Present:** Kent Montgomery, Jeff Kopachena, Grady Price Blount, Brent Donham, Matt Wood, Sang Suh, Tingxiu Wang, Haydn Fox, Robert Williams, Karen St. John

1) **BRDC form submissions and update.** Plan on and start looking for ways to reduce for upcoming 1% giveback. For CoSEA this is \$62,704.

- BRDC Request forms due next Friday in the Dean's office, 4/1/13
- Departmental operating budget models, 7 models are being produced. The President's Office is working on a metric for departmental operating budgets and is trying to get some type of rationale on the size of the budgets,
- Computation of faculty line needs (n= 37 to 50, ergo \$2.4M to \$3.25M)
- Legislative markups starting at \$500K (house) to \$1.5M (senate), should be somewhere in between, \$750K
- Summer School model revisited based on \$500K annual profit. The idea is being discussed that 9 month contracts could be for a Spring/Summer term, Summer/Fall term etc. and not strictly a Fall/Spring term and that Summer could be an integral part of department programs. Share with faculty for feedback.

2) **Summer school budgets sent out this week.** Stick to 2-year rotation!

- Example of 2-year schedule on-line (hand-out)  
The schedule should be made available as a planning tool for students.

3) **Off-site initiatives**, on approval, earliest possible date would be Fall 2014.

- BIOL MS is already 100% on-line. I believe we have all of our requisite paperwork already done on this one.
- Offer ENV5 and CSCI undergraduate degrees at Corsicana with combination of face-to-face and internet classes.
- Offer ENV5 undergraduate degree at El Centro (UDC) with combination of face-to-face and internet classes.
- Offer CSCI MS 100% at the L3 educational center. 100% face-to-face.
- Offer supporting core curriculum science and math classes at Rockwall Center. No degrees, just core classes.
- Offer Math MS degree 100% on-line.
- Offer PHYS MS degree 100% on-line.
- Offer AGSCI MS degree 100% on-line.

4) **Closing the Loop.** Sam Saffer is our institutional IE Committee rep. Anil Chourasia is his backup. They are working with Marila Palmer now to close the loop on our first two years of Student Learning Outcomes (2011-2012 and 2012-2013). They need specific examples. Dr. Fox will be contacting departments for information. SLO assessments can be done on a statistical sampling of students.

5) **CoSEA T&P Procedures.** Nikolay Sirakov is collating all departmental procedures. The committee is meeting the 27<sup>th</sup> to discuss T&P criteria.

- 6) **McFarland Dedication this Friday, 3/22.** Science building to be named in Dr. Keith McFarland. Please approach your veterans for anecdotes, Anderson, Aslan, Creider, Parish, Roger, Saffer, Williams, etc.
- 7) **Employment system reprieve.** The implementation of the new PATH system has been delayed. NOVs can be submitted again.
- 8) **Core Curriculum Update** from Ricky Dobbs, will be submitting the existing core curriculum. Forms will also be submitted for each class that will explain how the Student Learning Outcomes address the exemplary educational outcomes.
- 9) **Changes to upcoming orientations,** Karen St. John, 10 orientations, changes to be made due to current construction on RSC. Karen will email department heads with the changes.
- 10) **Other:** Conference room, projector now functional, can be used for meetings. The CoSEA college T&P guidelines are being created from the department guidelines. Dr. Wang will send Dr. Wood a copy of Travel Request Form to be signed by faculty who are traveling, faculty covering their classes, etc.