I. **Nomination of student speakers for Convocation – October 15**
Each Dean is asked to submit one name for a potential student speaker for convocation. The current plan is to have two speakers who will be selected from the nominees. Deadline for submission to me is August 27.

Commentary: Sally Soelle indicated Marshall Ferrell would be willing to work with the chosen speakers in preparation for Convocation.

II. **Lectureship Show-and-Tell:**
As a part of the lectureship proposals funded in Spring of '04, the recipients were asked to participate in a Show-and-Tell event in the Fall of '04. This allows donors to see the results of this work. The tentative plan calls for a dinner on September 28 for the lectureship awardees, the donors, and a few others. My thought would be to do the presentations as posters around the room. This would also get a substantial number of people ready for UCO research day.

Some projects may have a difficult time putting their work into a poster format — for example, the staff ride. The poster presentation or some sort of more informal display is still probably the best approach as opposed to short talks since there were over ten projects.

III. **Hackler Award Process:**
The Hackler Award reception will be held on November 9 at Cameron University-Duncan. Prior to that there is considerable work to get the process underway. We have gone through some evolution in the selection process ranging from each School nominating one to open nomination. There will be some discussion about the process. My leanings go toward the following:

- **a.** Nomination requires a recommendation letter from the nominator to the committee.
- **b.** The Committee will be comprised of five individuals – three faculty and two students. My preference would be for faculty who are previous winners.
- **c.** Nominations would be due about the third week of September.
- **d.** The committee would meet and provide the name of the Hackler Award Winner by the 1st of October.

Reaction to the approach above seemed favorable. The question arose as to whether or not a Chair could be considered for the Hackler Award which is given for outstanding teaching. This may be difficult to justify since the Chair is technically in a half-time teaching role. The VPAA will check the Hackler guidelines further.
IV. **Intersession**

We have a couple of classes coming up this intersession. Larry Kruse indicates transcripting will not be a problem. Intersession courses are transcripted on the semester immediately following the course.

It was pointed out that faculty may tend to slide what have traditionally been weekend workshops into the intersession format since the pay is greater. Considerable discussion ensued. Moving a weekend workshop to the intersession and retaining it as a weekend workshop is not a favored approach. However, taking an existing weekend workshop and converting it to the intersession format may be an acceptable approach.

V. **Informational**

*Candid Campus – an OETA program will be on campus July 30 filming segments on CETES, the NIH grant in biology, and George Stanley.*

*Faculty/Staff opening meeting is August 20 in the morning, followed by lunch.*

Other announcements:

There will be a Friday evening hooding prior to commencement in May and a pregraduation breakfast on the Saturday morning of graduation. Please schedule departmental/School activities around those times.

The VPAA would like a preliminary list of positions to be filled in AY '05-'06 submitted from each direct report by August 6. The positions should be prioritized within each unit. Complete justification is not yet required but will be shortly. The plan is to advertise earlier this year.

A draft of a letter from the VPAA to each faculty member regarding the upcoming annual planning time was distributed. No corrections/modifications were suggested.

Each area was asked to submit by October 1 a list of kid (K-12) activities occurring or anticipated for the summer of 2005. We are considering packaging these scattered events, at least for publicity purposes, into a Summer College for Kids or whatever we would call it.

The Regents' letter regarding the RFP for the Summer Academies was distributed. Dr. Burgess indicated her area should be able to take advantage of the program. As of the Deans' Council meeting, the RFP was not yet on the Regents' website.

Members present: Gary Buckley, Sylvia Burgess, Susan Camp, Lloyd Dawe, Debbie Goode, John McArthur, Judy Neale, Sally Soelle, Sherry Young, Tom Sutherlin