

# PROGRESS REPORT

**Working Group Name:** Bush School

**Working Group #:** 12

**Chair:** Mark Welsh

**Date:** March 24, 2022

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## **Update on Actions Taken Since Last Report:**

- 2 full Working Group meetings
- 3 Small Group meetings (Chair, the 4 affected department heads, and select committee members) to review/consider committee recommendations

## Faculty/Administration

- Received Provost and VPFA agreement in principle to upgrade the current Bush School Senior Associate Dean for Academic Affairs position to Executive Associate Dean
- Reached agreement on names for 3 proposed new senior administrative positions
  - Senior Associate Dean for Faculty Affairs (from CLLA)
  - Associate Dean for Undergraduate Studies (from INTS)
  - Associate Dean for Research and Graduate Education (from POLS)
- Reached agreement on number/names of INTS faculty members who will transfer to the Bush School International Affairs (INTA) Department
  - 1 Professor ... 3 Assoc Professors ... 1 Asst Professor ... 1 APT lecturer
  - INTA P&T Committee approved all INTS faculty transfers into INTA
- Faculty Transition Committee recommended:
  - Actions to be taken to bring new INTS faculty into Bush School (working)
  - Adding an Undergraduate Director in each department (from existing faculty)
  - Two ad hoc committees to (1) revise INTA bylaws and (2) revise college bylaws
  - Changes to the college P&T Committee membership to ensure new faculty are fully/fairly considered
- Developed justification for and agreed on decision to request 12 additional faculty lines to support the new undergraduate programs in INTA and PSAA and to ensure we stop POLS loss of faculty lines and enable them to continue to improve their already strong existing programs
  - INTA – 2 x TT Asst Professors
  - POLS – 4 x TT Asst Professors (2 in FY23 and 2 in FY24)
  - PSAA – 3 x TT Asst Professors plus 3 x APT faculty (6 total)
    - PSAA does not have any faculty transferring in from INTS

## Staff

- Agreed on requirement for 9-person Undergraduate Advising Center:
  - Director – based on the CLLA Director position

- Administrative support for Director
  - 2 POLS Advisors
  - 1 POLS Advisor/College Recruiter (time split 50/50 with the potential of an alternative work schedule to include evening advising hours)
  - 2 INTS Advisors
  - 2 PSAA Advisors -- new positions – hire in late FY23 or FY24 as new UG degree comes on line
- Agreed on administrative support requirement for new Senior Assoc Dean for Fac Affairs (new position, but individual could transfer from CLLA)
  - Agreed on administrative support requirement (shared) for new Associate Deans for Undergraduate Studies and Research and Graduate Education (1 position – transfer with CLLA)
  - Agreed on requirement for 1 additional administrative support person each in INTA and PSAA to support the new undergraduate programs
  - Agreed on requirement for a new diversity-initiatives focused staff role (new position) to facilitate diversity initiatives, programming, and complete university reporting requirements (“Bush School Director of Diversity, Equity and Inclusion Initiatives” or “Asst Dean for ...”)
  - Worked with IT, HR, CFO and CLLA to determine support that will transfer to Bush School from CLLA with POLS and the INTS program. Hope to finalize numbers for each functional area in the next week

### Facilities

- Developed options for Allen Building beddown of new INTS faculty and incoming administrative and staff positions
- Met with Registrar’s office to discuss classrooms and scheduling. Fall schedules are set. Registrar’s office will look at classroom allocations this fall and again in fall of ’23. This is typically done bi-yearly but with Covid it hasn’t been done since 2019. These numbers will give them data as to the usage of classrooms and availability. Large classrooms in Blocker, ILCB, and Chem should be available for POLS to use in the spring of ’23. INTS future classes were discussed and depending on space and needs, could possibly use existing Allen building classrooms that are not fully utilized.

### Development

- Developed comprehensive list of milestones and timelines required to transfer appropriate accounts from CLLA to the Bush School

### **Next Major Issue to be Addressed:**

1. Get VPFA approval of INTS faculty names to transfer to the Bush School
2. Get VPFA and Provost final approval for new senior administrator positions

3. Work with Dean of Liberal Arts and other TAMU Working Groups to confirm the number of Academic Advisors, admin support and other staff, IT personnel and HR professionals who might be able to transfer from CLLA to the Bush School to allow us to offer the same level of support once POLS transfer to the Bush School.

**Problems or Barriers Encountered and Solutions Identified:**

We need to understand what additional space may be available in the Allen Building ... will we get the third floor, and, if so, when?

**Deliverables Completed:**

- Macro Bush School Organizational Chart
- Development Committee's Master Task List and Milestones
- Identified requirements for faculty and staff transfers as well as new position requests

**Timeline for Completion of Remaining Deliverables:**

- Faculty transfer requests, along with new faculty and staff position requests finalized by 31 March. (although actual transfers will be in late summer)
- Organizational chart update by 31 March
- Endowed funding for Student Scholarships that will transfer from CLLA to the Bush School must be identified and transferred by 1 May to ensure the ability to assign that funding to students entering in Fall '22
- Full proposed FY23 budget estimate including new faculty and staff requests no later than 15 April.