

**College of Education and Behavioral Sciences
Administrative Council Meeting Minutes
May 5, 2016**

Present: Sam Evans, Sylvia Dietrich, Janet Applin, Jill Sauerheber, Pitt Derryberry, Tony Norman, Margie DeSander

Guests: Devin Bell, Dr. Corie Martin, MAJ Mariella Gravitt

Marketing: Dr. Martin shared two new marketing designs developed for the CEBS by creative team members in the Office of Public Affairs. Feedback from the Administrative Council and student workers in the Dean's office favored the more modern design over the traditional plan. Dr. Martin explained how the college's design can be easily adapted to meet the needs of individual departments while keeping a cohesive look overall. Unit heads were asked to provide feedback by May 16 to Dean Evans following discussions with their respective faculty members and students. The launch date for the new advertising campaign is August 1, 2016.

CAD: Dean Evans reported on the May 4 meeting.

- GIS bills for international faculty hires will be sent out to applicable departments.
- Policy related to diversity was discussed.
- Research Track Faculty Policy revisions were reviewed.
- Policy related to faculty continuances was discussed. Concerns regarding the timeline for unit heads to complete their portion of the process were discussed. Dean Evans asked unit heads to provide him critical feedback on this policy by May 12. The policy will be sent forward to Senate for review/approval.
- Policy to align graduate faculty status with scholarly activity was addressed.
- Budget matters were discussed.

Budget: Dean Evans indicated that there are still uncertainties pertaining to staffing. Unit heads need to have their staffing plans to Dean Evans no later than July 1. He (Evans) stressed the importance of the work being done by the college's Strategic Planning Committee. Discussion.

Post-Tenure Review: A hand-out was provided. Dean Evans asked unit heads to share the proposed post-tenure review step process with their respective faculty. Feedback should be sent to Dean Evans.

Enrollment/Recruitment: This topic was addressed during marketing related discussions.

Advisory Board: The College's advisory board will meet on June 6. Students will be asked to speak at the meeting.

OIP/SAGL 2014-15 Annual Report: This topic was briefly discussed.

Space (building): Future space needs in the GRH were discussed.

Dean Evans announced that Dr. Jane Maker and Dr. John Kelley will be awarded honorary doctorates at the May commencement ceremonies.

As there was no further business, the meeting adjourned.

Respectfully submitted,
Tammy Spinks