

MINUTES
ADMINISTRATIVE COUNCIL – COLLEGE OF EDUCATION AND BEHAVIORAL SCIENCES
Thursday, January 7, 1999 – 8:00 AM
Dean's Conference Room, Tate Page Hall

Members Present: Evans, Mikovch, Fong, O'Connor, Oglesby, Schnacke.

Brief discussion was held on unused graduate assistant slots.

Evans met with Dr. Burch to discuss evaluations. Council members agreed to not use the continuation forms and conduct annual evaluations on all faculty. Considerable discussion followed.

Metze has met with departmental representatives regarding Web pages. Evans indicated that this should be done by mid-March.

Evans pointed out the all departments should have current departmental brochures. Also, consulting forms were discussed briefly.

Brief discussion was held on workloads as well as on class sizes. The issue of workloads will be put on the next agenda.

Evans reported that four summer research fellowships were received this year for the College. It was agreed to try to provide an additional stipend in the amount of \$1000 on a year-to-year basis, if feasible.

Brief comments were made about the department heads retreat. Composition of the various committees formed was discussed. Any ideas should be forwarded to O'Connor.

The issue of retirement was discussed, particularly relative to optional retirement.

As there was no further business, the meeting was adjourned.

Cathie Bryant, Secretary