

Minutes
Administrative Council - College of Education and Behavioral Sciences
Thursday, January 13, 2005 – 9:30 a.m.
Dean's Conference Room, Tate Page Hall

Members present: Evans, Keaster, Poe, Baker, Daniel, Fiene, Haggbloom, Hughey, Mikovch, Powers. Dr. Tony Norman attended a portion of the meeting.

Dr. Norman distributed information regarding special education open responses and reported on the Fall 2004 Student Teacher Survey Report. He asked department heads to share and discuss the information with faculty. Dr. Evans added that the data will be shared with the Professional Education Council.

Brief discussion was held on the Gateway Program.

Dr. Poe reported on the Winter Term and indicated that the University Senate Executive Committee has expressed concern regarding stipends for that term. Department heads were encouraged to be thinking about that issue, as it will be discussed at the upcoming Workday.

Dr. Evans noted that numbers 5-7 on the agenda are for information, and any concerns should be directed to him.

A meeting will be held next Tuesday at 9:00am with those department heads who have faculty whose eligibility is being questioned relative to SACS.

The draft on Faculty Salary Matters was discussed. That issue is on the Workday agenda.

Brief discussion was held on the Syllabi Report. Dr. Evans urged department heads to work with faculty to ensure that all syllabi are linked to Topnet. There was agreement that Fall 2004 data would have been more accurate, as some faculty are still in the process of uploading syllabi for Spring.

Dr. Evans reported that everyone in the College turned grades in on time. He commended departments on this accomplishment. Relative to six-week assessments, he indicated that if cases arise where a student drops out of school and faculty did not follow through on the assessment for that individual, those faculty members will be held accountable.

Faculty attendance at the December Commencement was low. Dr. Evans stressed the importance of faculty attending at least one ceremony.

Considerable discussion was held regarding the College's student awards ceremony. Several suggestions were made, and department heads were asked to obtain feedback from faculty. This topic will be discussed at the February 3 Council meeting.

Dr. Evans reported that a decision will be made in the next week or so as to whether we will be able to secure Daniel Goleman (*Emotional Intelligence*) as the next speaker for the Hensley Lecture Series.

Council members were asked to review the Study Abroad document and submit concerns to Dr. Evans.

Considerable discussion was held on faculty promotion and tenure guidelines, particularly as they relate to the evaluation of teaching.

Dr. Evans asked for department heads' thoughts regarding graduate assistantships. He said he would also like to see feedback on this issue from the Department Heads Council.

The information on turnitin.com is included in the agenda for information. Any feedback should be submitted to Dr. Evans.

Any suggestions/concerns on the new building white paper should be forwarded to Dr. Evans, particularly from the perspective of education and economic development.

The promotion and tenure document by Dr. Keaster received a favorable response from Council members.

The topic of Mexico will be discussed at the next Council meeting, probably on January 20.

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

Cathie Bryant, Secretary