

**MINUTES**  
**ADMINISTRATIVE COUNCIL – COLLEGE OF EDUCATION & BEHAVIORAL SCIENCES**  
**Thursday, February 18, 1999 – 8:00 AM**  
**Dean's Conference Room, Tate Page Hall**

Members Present: Evans, Mikovch, Fiene (for Schnacke) Fong, Little, Metze, O'Connor, Payne, Stayton

Staff development plans are to be submitted to the Provost by July 15. Optional retirement will remain the same as before.

Council members were asked to review the report of the Committee on Faculty Compensation for Distance Education Instruction. Mikovch pointed out that effective with the fall 99 semester, stipends will be eliminated. We will have the option of double loading classes with large enrollments. Brief discussion followed.

Arvin Vos and Rick Aldridge presented information regarding the Report on Faculty Governance. Vos spoke on the role of the Faculty Senate, and Aldridge spoke on the role of the Academic Council. It was agreed that faculty will want a vote on this issue. Composition of the University Curriculum Committee was discussed, and information on the apportionment of at-large representative was distributed. Evans suggested that the draft document be made available to all faculty. Vos indicated that would be done after revisions have been made, and it would be put on the Web. Further concern was expressed relative to the difference between an item being sent "for information" versus "for consent." Council members were encouraged to submit any information or concerns to the Committee.

Sharon Hartz joined the meeting with a guest, John Coker with Fine Signs and Graphics, to discuss College/departmental banners. Department heads asked to be given time to consult with their faculty. Hartz will check with other companies on price comparisons. Promotional items also were discussed, and Payne said he would check with the company that handles ROTC items. Departmental feedback/input on banners and promotional items should be submitted to Hartz by March 5.

Evans indicated that it would be helpful to have cost information regarding double loading ITV courses. Stayton brought up the issue of evaluation of instructions as well as financial issues. Concern was raised that the document appears to be based on "Scholarship Reconsidered," which has not been adopted by the University. Also, there is a concern about the amount of experience with ITV courses of the Committee members as well as support for hardware and software needs.

The Ethnic Relations Task Force Plan of Action was discussed at length. Action Item #3 needs to be addressed, and Evans asked that feedback be submitted to him on anything taking place relative to #11. Council members were asked to review and provide input on all of the Action Items. O'Connor commented further on the issue of minority student members.

Department heads were asked to inform Evans if they had responded to the nomination request for the Honorary Doctorate Degree,

A draft survey from Sponsored Programs was discussed. Department heads were asked to encourage PI's to fill them out. Stayton made comments regarding the survey.

Evans spoke briefly regarding grade distributions.

Budget information was distributed and discussed at length. Metze will compare data for accuracy, and department heads should inform Evans of any problems they see. The dates for salary adjustments were noted. And department heads were told that they would be able to use the Dean's time period for entering information. More information should be available next week. Evans pointed out that any individual not performing fully satisfactorily will be entitled to between 1-2% increase.

Evans reported that the University is checking on a general studies master's degree for the Taiwanese teachers. The Master of Arts in Education General Degree appears to fit. The suggestion was made that a proposal be developed prior to responding that the College is interested. Evans will respond that the College is interested, but first needs to do some work on the proposal.

Payne reported that the Department will be offering 13 scholarships. Also, he commented on a prospective student for the program.

Little reported that the Department will be offering a new scholarship in the fall 99 semester.

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

Cathie Bryant, Secretary