

**Minutes**  
**Administrative Council – College of Education and Behavioral Sciences**  
**Thursday, February 26, 2009 – 9:30 a.m.**  
**Dean's Conference Room, TPH**

Present: Evans, Poe, Norman, Carter, Daniel, Davis, Powers, St. Charles (for Powell), Schlinker (for Fiene). Dr. Roger Pankratz, Dr. Julia Roberts, and Mr. Chris Watkins also were present.

**Stimulus Package** – Considerable discussion. Areas were identified where there may be possibilities. A meeting is scheduled for Friday at 2:00 to discuss this issue. Everyone will meet again next Thursday, possibly at 8:30. The President has asked that colleges prepare “white papers” with ideas and connect them with a cost amount.

**HR Policy** – HR has instituted a new policy that new employees benefits will start the first day of the next month after they are employed. New employees are advised to check into COBRA coverage in the meantime.

**Energy Policy** – Council members were asked to read and provide feedback by noon Friday.

**Alumni and Donor Databases** – The draft policy was distributed and discussed. Departments should check with Alumni Affairs before sending anything to alumni or donors, as issues have surfaced relative to duplicating efforts. Also, when anyone receives an email address from a graduate, please forward it to Alumni Affairs.

**Enrollment** – CEBS enrollment growth was the highest in the university.

**Salaries** – Brief comments were made; Dr. Evans stressed that increases can be given only with satisfactory performance.

**Tuition Increases** – Brief comments.

**Promotion and Tenure** – We are OK as a college. Faculty may go up for promotion and tenure in their 6<sup>th</sup> year; anything before that is considered early. Other personnel issues were discussed tied in with this. Dr. Evans added that productivity is a major consideration in promotion and tenure.

**Military Science** – Brief comments were made relative to ranks in the department and the opportunities related to the major in Military Science.

**Special Dispensation for Military Students** – Department heads were reminded that military personnel receive special dispensation when arriving late or missing class due to active duty.

**SREB Visit** – Personnel from SREB will be on campus April 1-2 to look at issues relative to baccalaureate degrees.

**Faculty Handbook** – An addition will be made to the *Faculty Handbook* concerning faculty credit for chairing dissertation committees. Any other comments should be forwarded to Dr. Shadoan, Dr. Miller, and Alecea Davis. Further comments were made on faculty providing advisement on Ed.D. program committees.

**Graduate Faculty Status** – Dr. Evans emphasized that faculty should not serve on any Ed.D. committees unless they have graduate faculty status.

**Student Awards Ceremony** – Plans are moving forward. The date is April 26.

**EBSS** – Department heads need to be thinking about targets for departments and potential opportunities. Efficiency in courses, particularly student credit hour production, will need to be addressed. Further discussion followed.

**Program Ownership** – Brief comments were made concerning whether departments should be able to influence program offerings in other departments.

**iCAP** – This issue will be discussed at a future meeting.

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

Cathie Bryant, Secretary