

Minutes
Administrative Council - College of Education and Behavioral Sciences
Thursday, March 20, 2008 – 9:30 a.m.
Dean's Conference Room, Tate Page Hall

Present: Evans, Poe, Daniel, Fiene, Haggbloom, Hughey, Mikovch, Pickard (for Powell), Powers. Ms. Sharon Hartz and Mr. Tony Kirchner were guests.

Ms. Kaye Gordon introduced her replacement, Ms. Ellen Gott, as the new Certification Officer.

--Assessment Plans – Brief discussion. Dr. Poe reminded everyone to be working on their data.

--CEBS Student Awards Ceremony – Agreement to hold the ceremony on April 20 at 3pm. Haggbloom reminded everyone to include a brief clarification (a few words). The deadline for information to be included in the program is April 4 (to Haggbloom). Brief discussion followed on graduate student awards recipients and eligibility. Dr. Poe encouraged department heads to choose students who can be recognized at the College ceremony, even if they are ineligible at the university level. Setup will be the same as last year.

--Gift Cards – University funds cannot be used to purchase gift cards, except in the case of human subjects research studies. Foundation funds may be used at a maximum of \$25.

--Non-Tenured Eligible Appointments – There will be no adjustments at the instructor level. Meetings are occurring to discuss this issue and determine criteria. The bottom line is to make these people “promotable.” Graduate faculty status could be affected by this as well. The final policy/decisions will be included in the Faculty Handbook.

--Voting Eligibility of Faculty – The department head, officers, and NCOs in Military Science are eligible to vote in faculty elections because they hold rank. LTC Powell reported that Sunny Mitchell has recruited several students. This led to further discussion on funding for scholarships and the budget situation in general.

--Grade Distributions – Department heads were asked to review the reports for accuracy. Also distributed was information on undergraduate students graduating in teacher certifiable majors or concentrations.

--Redesign of Masters Program – A survey has been sent out and feedback received. One item that surfaced is the relevance of the program to the nature of the workplace. Some negative comments also surfaced regarding other areas; this has caused some students to go elsewhere, which has a major impact on enrollment growth. The high cost of tuition is a factor as well as some of the other available programs that require less on the part of the students.

--Enrollment Growth – The business plan was distributed. Dr. Evans added that he would entertain the idea of considering TWS, GRE—basically looking at the student holistically. A policy should be considered that provides flexibility. Brief comments followed relative to the electronic admissions process, and Dr. Evans reiterated that GRE scores that were acceptable prior to the new guidelines are still acceptable.

Further work cannot be accomplished on the Enrollment Growth Business Plan until decisions are made on the budget. Department heads should be thinking about what was submitted and where we are in terms of the plan. It is expected that we will have to be ready by mid April.

--New Doctorate – A new cohort is expected in August and another in January, with 20-25 in each. The program instructional design is scheduled for Fall 2009, and Dr. Evans has agreed to hold off on that for a while. Further discussion on the other programs listed in the report. Dr. Fiene pointed out that the KPA will be running unfunded.

Dr. Evans cautioned department heads not to lose sight of undergraduate enrollment growth.

--Salaries – No information will be received until at least the second week of April.

--Candidate Interview Schedules – The relevance of having prospective faculty meet with Academic Affairs personnel was questioned. It is felt that they would be better served by meeting with Human Resources, as those are the type of questions candidates ask. Dr. Evans will pursue that issue.

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

Cathie Bryant, Secretary