

Minutes
Administrative Council - College of Education and Behavioral Sciences
Thursday, March 31, 2005 – 10:00 a.m.
Dean's Conference Room, Tate Page Hall

Members present: Evans, Poe, Baker, Daniel, Fiene, Haggbloom, Hughey, Metze, Mikovch, Powers.

Dr. Evans spoke briefly about salaries, indicating that satisfactory performance will receive 2%, and anything above a 2% increase will be considered merit.

Carryover funds are expected in the near future.

Department heads were asked to respond to Dr. Keaster regarding space issues. Some challenges are expected, particularly in light of all the new hires. Brief comments were made on the new CEC and CEBS buildings. The request for the new CEBS building should be submitted in the next biennium. Also, the new health center will be located across the street from the TPH parking lot, and the Gifted program will move to Schneider Hall after its renovation.

The Student Awards Ceremony is on target and will include graduate student awards. Recipient information should be given to LTC Baker so that the spread sheet can be updated. He will in turn share the information with Dr. Haggbloom for the program.

Dr. Evans asked that faculty names be submitted to him relative to serving on the Centennial Committee.

The deadline for the next CEBS newsletter is April 15. Departments that have newsworthy alumni information should also forward that to Dr. Houston.

Department heads were asked to let Ms. Bryant know if departmental brochures are needed.

Enrollment numbers appear to be down slightly. Dr. Evans expressed some concern regarding C&I enrollments. Brief discussion followed.

Dr. Evans indicated that the College will be pursuing an independent doctorate.

The College's QEP forum will be held April 5. However, faculty who are unable to attend at that time are encouraged to attend one of the other college forums.

Discussion was held on part-time faculty awards. Dr. Evans pointed out that criteria need to be identified. Department heads were asked to identify a time during the week of April 11 to meet and discuss this issue. Dr. Daniel will chair that group.

Dr. Evans needs a response from department heads on names for participation in a survey relative to NCATE. Names are needed by Monday.

The Administrative Council will not meet next week.

The Council agenda packet contains material on international travel for information purposes.

Action agenda information will be distributed to department heads very soon. It will include a format for proposals.

Council members were asked to provide Dr. Evans with dates they plan to be out of the office this summer. Dr. Evans will be out of the office a good deal during July with meetings and vacation.

Dr. Metze indicated that he still needs to know rooms in which the document scanners and smart boards are to be installed.

Dr. Poe asked that faculty be encouraged to participate in the curriculum process voting. She also reminded everyone to proof the catalog.

Dr. Evans distributed brochures from the conference for minority educators. He added that he will be in Frankfort and Lexington on Friday and involved in The Renaissance Group conference next week.

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

Cathie Bryant, Secretary