

Minutes
Administrative Council - College of Education and Behavioral Sciences
Friday, May 8, 2008 – 9:30 a.m.
Dean's Conference Room, Tate Page Hall

Present: Evans, Poe, Daniel, Haggbloom, Hughey, Metze (via web link), Powell, Powers, Schlinker (for Fiene).

--Tragic Accident – Brief comments on the tragic loss of one of the College's students last Saturday.

--Budget Reductions – Brief update was given. Dr. Evans plans to send a college-wide email to outline the budget cuts. Further comments and concerns were shared.

--Enrollment – Fall enrollment for the University is up, but it's down for CEBS. Department heads were asked to look at their numbers, particularly comparing Fall 07 with Fall 08, as several discrepancies were noted. We need to be prepared to respond.

--Web-based SIA Training – Information shared

--Diplomas – Majors will not be put on diplomas.

--Emergency Response Team – Two people need to be identified. The following names were noted: Sharon Hartz, Rico Tyler, Tony Kirchner, Mike Hartz.

--Positions – Handout distributed on positions relative to job searches.

--Budget – Discussion on the budget in general. Dr. Evans spoke about staffing, faculty travel, the new building, and carry forward funds. Operating budgets will remain the same.

--Business Plan – Considerable discussion was held, particularly ways to increase enrollment.

--ESLI – Discussion on recruitment activities for international students. If a decision is made to develop some initiatives, a faculty member will be identified to provide leadership. Several concerns were discussed, and it was agreed that a support system is needed before we begin admitting students. If students show deficiencies, a course of action will need to be developed to better prepare those students for success. It was noted that a solid command of the English language is vital. Dr. Evans will schedule a meeting to discuss this with the Provost; he will express our willingness if some of these measures are put in place.

--Next Week's Meeting – The business plan will be discussed, and hopefully finished, at next week's meeting. Be sure Dr. Evans has all the information needed (please send to him electronically). We will then look at our numbers and make some decisions.

--DELO – DELO information on summer has been sent to department heads.

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

Cathie Bryant, Secretary