

**Minutes**  
**Administrative Council – College of Education and Behavioral Sciences**  
**Thursday, August 21, 2008 – 8:30 a.m.**  
**Dean's Conference Room, TPH**

Present: Evans, Poe, Norman, Daniel, Fiene, Haggbloom, Powell, Powers. Ms. Lynn Hines was a guest.

**Masters Redesign** – A packet of information was distributed and discussed by Ms. Hines. She asked that questions/concerns be forwarded to her. The program will need to be approved by Graduate Council prior to going to Frankfort in February 2009. Drs. Evans and Norman will meet to discuss the timeline. If a teacher's certificate has expired, they can be admitted to the program by having a copy of their most recent certificate. The catalog will be revised accordingly.

**CEBS Vision and Mission Statements** – A meeting is planned for September 20 to revise these documents. Several constituents will be involved in the process, with the task that they be only a few words in length, similar to the University's vision statement. The Professional Education Unit will have its own University-wide vision and mission statements.

**Minority-Serving Institutions** – Council members were asked to think about this issue, as we will be asked to respond to the initiative (specific to STEM).

**Grants Administrator Duties** – Information was distributed and discussed briefly.

**Staffing Plan** – Department heads were asked to be thinking about the staffing plan relative to enrollment growth targets.

**Welcoming Minerva Project** – An RFP is available on this project, and several opportunities will be involved with it. Funds are also available relative to working with minorities.

**Recognition of Group Honorees** – Discussion on way to recognize faculty who have received promotions, as well as being involved in activities with alumni and Homecoming.

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

Cathie Bryant, Secretary