

Minutes  
Administrative Council - College of Education and Behavioral Sciences  
Thursday, August 30, 2001 – 9:30 a.m.  
Dean's Conference Room, Tate Page Hall

Members present: Adams, Evans, Cooke, Crews, Filip, Fong, Haggbloom, Houston, Metze, Moore, Nims, Poe, Stayton, Stone (for Ecton).

Scheduling of ITV courses was discussed, and the announcement was made that the College did receive approval to offer two courses back to back each night. Dr. Houston explained that she is working on a College-wide ITV schedule, and it would be helpful to arrange a permanent schedule by reserving blocks of time. It was noted to be sure that web courses are included in the campus listings.

Dr. Houston asked for information on individuals planning to attend the meeting on Friday and also the ITV courses departments are planning to offer. Dr. Poe added that the material should be included in the material that goes out to department heads from the Calendar Committee. She will contact Sharon Dyrsen about that. Dr. Evans also pointed out that we may need to consult with GRREC on the schedule for the first block of classes which would involve teachers in the field.

Dr. Haggbloom spoke briefly about the Department's business and information page.

Dr. Evans reported on the Bellsouth project and on the ETC visit. Dr. Metze added that a 50-page limit will be placed on printing in the ETC, as the College receives no outside funding for the lab, and it is supported entirely through the Dean's Office. Also, the ETC has the capability of burning a CD for anyone who would like to make a large document available.

Dr. Adams distributed and discussed information concerning faculty load responsibilities from the Faculty Handbook. She noted No. 4, which states that a typical teaching load is 12 hours per semester. She also noted that the teaching load is only 75% of the total load, and the remaining 25% is to be for service and research. Discussion followed, and Dr. Adams indicated that additional credit can be given to faculty who advise extremely large numbers of students. Department heads should give some thought to this issue relative to how to figure advisement. The President is pushing toward considering a joint doctorate, and we will be looking at how to factor doctoral committees into the load. The College will also look at advising at the masters level. If department heads choose to request an alternative load for faculty, Dr. Adams will consider supporting that request based on documentation. Dr. Evans remarked that there is no flexibility relative to scholarly activity for accreditation issues.

The department head equity model was discussed, and the deans will also be discussing it in the near future. Dr. Poe suggested adding something about summer school programs, which led to further discussion about the topic in general. Any other suggestions should be emailed to Dr. Adams.

Post-tenure review was discussed. Dr. Burch has indicated her support of the College's evaluation system.

Nominations are due September 5 for honorary doctoral degrees.

Plans were discussed relative to the events at the September 22 football game. The President has asked that the College be recognized at the game, and area superintendents will be invited. A five-minute program is planned, with a welcome and comments by department heads and selected students. Department heads were asked to submit names of students who might be willing to do this. Dr. Evans added that the College will have a block of tickets for guests, so department heads should request them from him as soon as possible.

Dr. Metze displayed a Smart Cart and said that the lab will have four available for checkout.

Dr. Poe reported on the retention workshop by David Crockett and indicated that she would be happy to share the information.

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

Cathie Bryant, Secretary