

Minutes
Administrative Council – College of Education and Behavioral Sciences
Thursday, September 30, 2010 – 9:30 a.m.
Dean's Conference Room, TPH

Present: Evans, Poe, Norman, Caldwell, Carter, Haggbloom, Kline, Metze, Powers, Schlinker

President's Focus – Dr. Evans noted that the President will be focusing on the following four areas: (1) Honors College, (2) internationalization, (3) retention, and (4) research.

International Activities – Brief comments on the CEBS International Committee as well as on other possible international opportunities.

A Sense of Urgency – Discussion was held on Chapter 4. Chapter 5 will be discussed at the next meeting.

Marketing – Discussion was held on ways to publicize what we are doing. We need to think College-wide. Comments were made relative to College student ambassadors.

New Building – The fence is down, but no one is to be inside the building. Dr. Evans will be attending a meeting to discuss the upcoming Board of Regents tour of the building. It should be finished in October, after which we will address several issues concerning bulletin boards, etc.

Faculty Evaluation of Administrators – Information was distributed. Unit heads should submit any comments/suggestions to Tony Norman, as it may be discussed at next week's CAD meeting.

Appointment Letters – It was noted that information on teaching in summer session, as well as on seeking and maintaining graduate faculty status, should be included in the letters. Once all unit heads have tailored their letters to be specific to their areas, continued discussion will be held.

Classroom Improvement and Equipment Requests – Forward requests to Dr. Metze by October 15.

Memorial Service – Brief remarks were made and LTC Caldwell was commended for the memorial service held for 1LT Yates.

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

Cathie Bryant, Secretary