

**Minutes**  
**Leadership Council – College of Education and Behavioral Sciences**  
**Thursday, November 30, 2017 – 9:30 a.m.**  
**Dean's Conference Room, GRH**

Present: Sam Evans, Pitt Derryberry, Jill Sauerheber, Sylvia Dietrich, Tony Kirchner

Copies of the Spring/Summer 2017 CEBS Magazine were distributed. Currently, the college has not identified anyone to put together the next magazine issue. Unit heads were asked to contact Dean Evans if they know someone who is interested in overseeing this project.

CAD: Dean Evans reported on the November 29 meeting. The following topics were discussed.

- The future of using Digital Measures is uncertain. Dr. Kirchner indicated that the CEBS Accountability System will provide what the college needs as it relates to accreditation. A new form will need to be created for faculty to enter activities.
- A new policy related to registration holds was discussed. Dean Evans indicated that this could pose a problem for students who plan to begin their program in the summer term.
- Policy related to class meeting times needs some minor edits but will be moving forward to the Senate for approval.
- Re-budgeting for transitional retirees was approved. Faculty currently on transitional retirement will be paid by DELO. Those faculty going on transitional in the future will remain in a department line.
- Transitional retirement salaries and appointment years were discussed.
- World language requirements were addressed. There are not enough faculty available to teach the needed courses.
- Transfer credits will be viewed based on when the course was taken.
- ICAPs – Transfer credit related to second degrees was discussed.

College-wide Saturday Recruitment Event: Tammy provided an update as it relates to planning for the February 3 event. She will be working with Aurelia to get the invitation ready to send.

Several samples of Capture software e-messages were shared with unit heads. After final edits, the e-messages will be sent to prospective students who visit CEBS' webpages. Dean Evans will send the draft e-messages to unit heads via email for edits. Feedback is due to the Dean no later than December 4.

Budget: There were no recent updates to share.

Strategic Planning: Dean Evans requested that unit heads send their final revisions to him by the first week of December. Percentage increases for each activity will be discussed during the first Council meeting in January.

Honors Development Board: Dr. Derryberry will submit a name.

Action Plans: Dean Evans requested for unit heads to complete their reports by the end of winter term.

Commencement: The CEBS ceremony is scheduled for Saturday, December 9 at 2:00 p.m. Dean Evans encouraged participation from all faculty.

Restructuring of future ceremonies will be discussed at the next commencement committee meeting.

The University Next Door: The Council will resume discussion on January 18. Tammy will check the discussion schedule to see who will lead the next chapter.

Other:

- Dean Evans will invite Dr. Caboni to a future Leadership Council meeting.
- Dean Evans stressed that it is unacceptable to move finals outside of the scheduled timeframe set by the university.
- There was brief discussion about the Provost and CEBS Dean searches.

As there was no further business, the meeting adjourned.

Sincerely,

Tammy Spinks