

Minutes
Administrative Council - College of Education and Behavioral Sciences
Thursday, January 9, 2003 – 9:30 a.m.
Dean's Conference Room, Tate Page Hall

Members present: Evans, Becker, Ecton, Ferguson, Filip, Haggbloom, Metze, Moore, Poe, Powers, Wilder (for Nims).

Dr. Evans announced that meetings of this group will be attended by only department heads, Dr. Poe, and the Advisory Council representative. Ms. Mikovch and Drs. Houston and Metze will receive agendas and can attend as needed. Also as a point of information, Dr. Poe has assumed the position as Associate Dean for Academic Programs, Dr. Becker as Interim Head of Elementary Education, and Dr. Powers as Interim Head of Special Instructional Programs.

Dr. Evans indicated that information items on the agenda are for information only, unless someone has a need to discuss a particular issue.

Brief discussion was held on faculty teaching loads. This issue will require further discussion at a future meeting relative to 9-hour loads for graduate faculty.

Department heads were reminded to meet with Dr. Houston for scheduling of ITV classes to work out any issues and to ensure that the College can maintain the slots.

Dr. Evans reported that a decision is to be made regarding the placement of an open computer lab in Page Hall at no cost to the College. Dr. Metze spoke further on that issue and mentioned that it could impact the speed at which faculty and staff receive access to the internet. In addition, a classroom will need to be given up to provide space for the lab. He indicated that he would check with Dr. Sanders on the internet access issue and pointed out that the new technology building will have an open lab, which will provide a computer lab close to our building. Another issue to consider is security with the additional traffic in the building, particularly late at night. Department heads were asked to check with their faculty and bring feedback to the next meeting. Dr. Metze clarified that the Ed Tech Center is not an open lab, as it is available first for faculty to use for instruction and then for students.

Dr. Evans noted that Academic Technology will likely retain their space in Page Hall.

Dr. Metze reported on plans for the updating of technology in classrooms and how this will impact security in the building. If the Board of Regents approves the carryover money, that will help in addressing this issue. Department heads were asked to discuss this issue at their respective departmental meetings and be prepared to discuss it at the next Council meeting.

Dr. Poe discussed problems with attendance at College committee meetings and mentioned the possibility of combining the College undergraduate and graduate curriculum committees. When asked about whether meeting times were causing problems with attendance, the general consensus was that it would be helpful if they were later in the day. Dr. Poe stressed the importance of having quorums at meetings and that faculty are responsible for finding or notifying alternates to attend in their place.

Dr. Poe expressed her desire to be invited to attend departmental meetings to discuss several different issues, to get a feel for the different programs in each department, and to meet the faculty.

Dr. Evans reported that he will need assistance with the MAE General program review and would like each of the units to identify someone willing to provide some guidance with that.

Department heads were asked to get input from their respective faculty regarding whether they would like to see the international program initiatives within the College continued. Dr. Evans added that he will ask Drs. Houston and Stayton to share information with this group on those initiatives.

Dr. Evans will ask Dr. Houston to join a future meeting to discuss twice-yearly issues of the College newsletter. A mechanism needs to be identified to obtain current information on faculty activities and accomplishments for the newsletter and for Happenings.

Brief discussion was held on MIS forms and individual faculty goals accompanying faculty evaluations. This issue will be on the agenda of a future Council meeting.

The College is gearing up for the NCATE accreditation visit. Additional meetings will be held in the near future to address this issue. Dr. Poe will have responsibility for staying on top of that process.

If department heads have issues to bring before the Council this semester, they should submit them to Ms. Bryant.

Dr. Evans indicated that the Council will be addressing the issue of part-time faculty, particularly relative to the generation of student credit hours.

Dr. Wilder commented on the University's use of tuition dollars almost totally for faculty and staff salaries.

Dr. Evans will be meeting with Dr. Tice in the very near future regarding parking during home basketball games. He will report back to this group regarding that meeting.

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

Cathie Bryant, Secretary