

Minutes  
Administrative Council - College of Education and Behavioral Sciences  
Thursday, May 13, 2004 – 9:30 a.m.  
Room 421, Tate Page Hall

Members present: Evans, Keaster, Poe, Brotherton (for Baker), Daniel, Ecton, Haggbloom, Hughey, Metze, Mikovch, Powers.

Dr. Evans reminded everyone of the events scheduled during the opening week in August.

If any programs use an alternate delivery mode in excess of 50% of the time, that information should be submitted to the SACS office.

Information from FaCET will be copied and forwarded to department heads.

Brief comments were made on advising students to attend other universities.

Dr. Evans reported that Eastern is now in Taylor County. He will be meeting with Dr. Hughes to discuss that issue.

Anyone interested in attending the conference on alternative schools and programs should contact GRREC.

Information from the recent faculty credentials audit for SACS was distributed and discussed. Most of the problems encountered were with transcripts, and Dr. Evans asked department heads to request official transcripts as soon as possible. Further discussion followed.

The NCATE Board of Examiners Report was distributed and discussed. Department heads were asked to review the report for factual errors and provide feedback to Dr. Keaster by May 21.

Tenure and promotion and the faculty evaluation system were discussed. Dr. Haggbloom gave a review of Psychology's process. He indicated that faculty generated exemplars of activities for each of the various categories of the areas in which faculty are evaluated. That same process is used for post-tenure review. Dr. Evans commented further that he would like to see a level of rigor across departments. He emphasized that information is unacceptable if it is not connected with the mission and nature of the unit. He spoke further on what he felt should be required for each area.

Considerable discussion followed regarding evaluation, tenure and promotion. Dr. Evans hopes that the process of revising the College's system will be completed before the end of next year.

Dr. Evans asked everyone to keep Thursdays at 9:30 open. He will call meetings only if necessary.

Dr. Keaster asked department heads to be thinking about uniform evaluation descriptors across the College. This issue will be discussed at the next meeting.

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

Cathie Bryant, Secretary