

Minutes
Administrative Council - College of Education and Behavioral Sciences
Thursday, May 27, 2004 – 9:30 a.m.
Dean's Conference Room, Tate Page Hall

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

Department heads were asked to inform Dr. Evans (and copy Ric, Retta, and Cathie) of times they will be away from the office as well as their vacation plans for the summer.

Dr. Evans noted that he has reviewed and approved the Action Plans, but in the process, some of the data were removed. Department heads will need to make sure their data are complete. June 1 is the deadline for entering 2004-05 data and for 2003-04 data to be reviewed. June 30 is the deadline for progress reports for 2003-04.

Dr. Evans gave a report on a meeting he attended regarding the University Master Plan. Tate Page is on the list to be replaced, and the new health center will be erected across Regents Drive near Bemis Lawrence.

It was noted that, as a part of the energy conservation plan, the temperature levels in buildings across campus are being raised at night and on weekends, and the A/C is being turned on later in the mornings. This has caused problems in Page Hall, and Dr. Evans plans to discuss it with Dr. Tice.

A breakdown of the allocation of carry forward funds was distributed and discussed. Considerable discussion followed, and it was determined which items on the prioritized list will be funded. It appears that all items on the list will be funded, although some through other sources. Department heads were asked to provide Dr. Evans with exact figures for faculty travel to field sites.

Dr. Keaster asked department heads to provide him with feedback on his recent letter concerning graduate assistantships.

Dr. Evans stressed the importance of documenting/justifying requests for graduate assistants. He added that Dr. Burch will be looking at productivity information when making a decision.

Dr. Metze reported that the University has ordered 200 replacement computers for faculty this year.

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

Cathie Bryant, Secretary