

Minutes
Administrative Council – College of Education and Behavioral Sciences
Thursday, August 20, 2009 – 10:30 a.m.
Dean's Conference Room, TPH

Present: Evans, Poe, Norman, Caldwell, Davis, Gott (for Carter), Haggbloom, Metze (via video link), Schlinker, Smith (for Powers), Wagner

Academic Program Review Committee – Department heads will bring names to the next Council meeting so that the selection of a representative can be made.

Risk Management Policy – No comments/suggestions were made.

Model for Civic and Community Development – Brief explanation was given, and input from departments/faculty was solicited.

Faculty Diversity Institute – If anyone is interested in attending, let Dr. Evans know by Monday.

Vacation Days – No problems were noted with our college.

Engaging the Spirit – Everyone is strongly encouraged to attend. Additional comments were made concerning new faculty.

Introductions – Introductions were made for LTC Jason Caldwell.

Enrollment – CEBS enrollment looks good.

SITE Participation – Comments were made on the redundancy of numbers 3 and 13. Also, concern was raised relative to making comparisons when the questions differ across faculty/classes as well as whether the information will populate Digital Measures. This feedback will be forwarded.

New Video Conferencing System – Dr. Evans commented briefly on the new video conferencing system being tested. It will allow us to conference with multiple people at the same time and has many other uses that could be beneficial to the college.

Spring 2009 SITE Evaluations – Information was distributed.

Staffing Plans – Department heads were reminded to be aware of deadlines, particularly for non-continuance. Dr. Evans will check on the issue of continuance for instructors. Staffing plans should be submitted by Labor Day. He noted that departments can request positions if a strong case can be made.

Business Plan – The MAE EBSS Degree is in place, and we need to be thinking about populating it with military personnel. The issue of staffing the program will need to be addressed. Relative to the Master's Degree in Training and Development, it will overlap several areas. The MAE in IECE is a must. Department heads should be thinking about the graduate program in measurement and evaluation. Further discussion was held on the push to eliminate the master's degree as a requirement for teachers across the country. This could become a future issue with which we will need to deal. Dr. Evans made additional comments on the new Literacy Center.

Opening College Meeting – The meeting will begin at 10:30. Introductions will be first on the agenda, then faculty awards, after which Bart Darrell will give a presentation on leadership. Dr. Evans will make closing remarks, and everyone will be invited to the luncheon in the Dean's Office area. All CEBS faculty and staff will be given a copy of *The Fred Factor*.

Student Employment Fair/Majors and Minors Fair – Please respond to Ellen Bonaguro regarding the Majors/Minors Fair. Once the date for each event is known, it will be shared with departments. Participation is encouraged.

Pandemic Influenza – A mechanism needs to be in place for dealing with this issue. Everyone should be cognizant of any changes in class attendance patterns, as we need to be able to track these patterns. Department heads should discuss this issue at their departmental meetings and inform Dr. Evans as to how they plan to deal with it. Concern was expressed relative to classes, such as those meeting on weekends, when one absence could cover almost half of the total class meetings. We need to identify a plan to work with the students if this type of situation occurs.

Certification – Ms. Gott spoke briefly about the challenges being experienced relative to teaching certificate renewals at the end of the summer. She noted that it would be helpful for next year if students could be encouraged to take classes earlier in the summer and also if comps could occur earlier.

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

Cathie Bryant, Secretary