

Minutes
Administrative Council – College of Education and Behavioral Sciences
Friday, September 8, 2011 – 9:30 a.m.
Dean's Conference Room, GRH

Present: Evans, Applin, Gott (for Carter), Haggbloom, Kline, Metze (via video), Norman, Pope, Powers, Schlinker

Faculty Continuance Recommendations – There are no non-continuances; only tenure-track faculty in years 2-5 are to be considered. A discrepancy in the Faculty Handbook was pointed out relative to collegiality.

Faculty Searches – The searches are going well. Further discussion followed, and unit heads were reminded to do paper ads. The search for the Associate Dean for Accountability and Research will begin now as an internal search within the College and will be chaired by Dr. Schlinker. A representative is needed from each unit for that committee. The other Associate Dean search will be conducted in the spring.

Summer Schedule – At this time, it appears that the summer schedule for next year will be the same as 2011. Confirmation on that will come later.

Building Issues – A meeting has been scheduled with personnel from Facilities Management to discuss building issues related to HVAC.

Administrative Assignments/Teaching Expectations – There is an expectation that a letter be on file relative to administrative assignments and expectations for teaching.

University Distinguished Professor – The new policy has been approved.

Policy on Faculty Handbook – There are still some edits on this.

Policy on Administrative Stipends – Dr. Evans explained and made comments. It will again be edited and then redistributed. Dr. Evans added that effort relates to quantity; stipends relate to quality.

Policy on Administrative Increments – Council members were asked to think about this.

Strategic Priorities – Dr. Norman is working on this and needs input by next Tuesday morning.

Budgets – Information on carry forward funds was distributed. These amounts are the first third, and PD accounts are not included. Some of these funds need to be spent. Further discussion was held on the clinic and construction money. Dr. Evans expects that the Dean's Office contribution for faculty travel will increase. After some suggestions, unit heads were asked to think about what we can do.

CEBS Advisory Board – The Board will meet on September 23. Dr. Evans would like to invite some students and faculty members.

Staffing – Discussion was held. Dr. Evans will be working on this and needs information by Monday.

Graduate Studies – Brief discussion was held relative to graduate admissions processes. Graduate Studies is in the process of going paperless, and they are trying to work out the logistics.

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Financial Aid – Ms. Gott spoke briefly on programs connected with financial aid.

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

Cathie Bryant, Secretary