

CEBS Administrative Council Meeting Minutes  
October 22, 2015  
9:30 a.m.

Present: Sam Evans, Sylvia Dietrich, Janet Applin, Jackie Pope-Tarrence, Tony Kirchner, Pitt Derryberry, Tom MacMillin, Margie DeSander

CAD Report: Dean Evans reported on the October 21 CAD meeting. The following topics were discussed.

- A sexual harassment training non-compliance list was reviewed.
- Performance Funding Metrics – More student data will become available to help monitor graduation progress.
- A current enrollment trends report was shared. Tammy (Spinks) will scan a copy of the report for distribution to CEBS unit heads.
- Title IX compliance was discussed.
- Digital Measures – A committee will be formed to explore other options. Dr. Derryberry expressed interest in representing CEBS on the committee.
- The Consensual Relations Between Faculty and Students Policy edits were approved.
- The Graduate Assistant Instructor Credentials Policy needs more review
- The policy addressing compensation for winter and summer sessions was approved.
- The substantive change policy was approved.
- Edits to the Academic Program Review Policy were approved.

**Outcomes Assessment/Action:** Discussed during the CAD report.

**Year of South Africa:** The Dean's office will provide a nominal amount of funds to support the festival scheduled for November 21. Unit Heads/CEBS Departments interested in making a contribution to support the event may contact Dean Evans.

**Recruiting (Graduate Programs)/ Brochures:** Andrea is finishing up the college's new recruitment piece. Dr. Applin requested that more promotional items be ordered for distribution at recruitment events.

**Advisory Board Meeting (11/17):** Dean Evans asked unit heads to help identify students to speak at the next advisory council meeting.

**Development Trip to Texas:** Dean Evans and Jessica Carver met with several donors and prospective donors during their recent visit to San Antonio. Discussion.

**Student Research Council:** Dr. Silvie Huang has been named as the CEBS' representative to the Student Research Council.

**Update on Strategic Planning:** Dr. Applin reported that the committee had a productive meeting and they plan to move forward in the strategic planning process. She stressed the importance of the CEBS' faculty and staff to take ownership in the college's plan. The planning committee will share the working document with unit heads and faculty in the next few months.

**Post-Tenure Review:** The Council briefly discussed this topic.

As there was no further business, the meeting adjourned.

Respectfully submitted,

Tammy Spinks