

Administrative Council
Meeting Agenda
Wednesday, November 9, 2016
10:00 a.m., ED 330

NOTES

Attendees: MJBradley, LGBryant, KBionillilo, SBounds, PFinnicum, RTowery, ABowser, JClogston

Old Business

- Scholarships (handout) – Discussion regarding awards. Dean advised chairs to consider advertising scholarships through the Daily Digest and other avenues.

New Business

- University Planning Committee Budget FY18 (handout) – review of email from KHicks. Discussion had to determine how to approach what top priorities are best for college. Chairs decided to collectively meet on Thursday, November 17 at 2:00 p.m.
- Dean’s Student Advisory Council – Dean requests students from every department, could be an ambassador if departments wish. 8 students will compose the Council. (1 UG & 1 G students from each department). Dean requested chairs to send names to PReed by Friday, November 11.
 - One Graduate and One Undergraduate Representative from each Department. Please provide contact information for each (phone number, email address).
- FLSA Meeting (handout) – Dean shared a) list of employees that are definitely required to submit hours weekly and b) list of employees that will be required to complete a survey to determine if they are required to submit time weekly. Reminder that employees cannot work more than 240 hours of overtime per year.
- Fall 2012—2016 Data (handout)
- EPP Partnership and Title 2 – Dr. Bradley handed a hard copy of the college and state EPP report to Dr. Bowser and shared that there will be changes in the Title 2 report for Fall 2018. Shared with her that she would meet with Dr. Bowser and Mary Elizabeth about the changes for Title 2.
- Capital Funds – Dean provided an update.

Upcoming Deadlines

- **November 12** – Junior Preview Day
- **November 14** – Official retention notices are sent to 2nd-year faculty from the Provost
- **November 15** – John Antonetti (Convocation Center Auditorium) from 9:00 – 3:00
- **November 16** – Teacher Cadet Summit from 8:30 -1:45
- **November 28—December 5** – Date for departments/colleges to receive student evaluations of faculty

Other

11/7/16