

Administrative Council
Meeting Agenda
Wednesday, March 29, 2017
9:00 a.m., ED 330

NOTES

Attendees: MJBradley, LGBryant, KBionillilo, SBounds, PFinnicum, RTowery, ABowser, MRainwater, APrivett

Old Business

None

New Business

1. Performance Evaluation Process—Melody Rainwater (Handouts) MRainwater reviews Taleo employee reviews with chairs and directors.
2. Scholarships— MJBradley shares spreadsheet with chairs. Requests that chairs contact Pat Edwards regarding recipients. COEBS has \$8K in Academic Performance Awards for incoming freshman.
3. Honors Banquet Ticket Sales – MJBradley encourages faculty to purchase banquet tickets. Deadline for purchase is March 27.
4. Missing POT Syllabi – MJBradley share listing of missing syllabi with chairs.
5. Carry-forward Monies

Upcoming Deadlines

April 1-30: Departments and college should fill any vacancies on the department and College PRT committees and elect the university PRTC representative

April 4: Chairs complete evaluations for non-tenured faculty and forward to the Dean

Other