ADMINISTRATIVE COUNCIL MEETING
Wednesday, May 16, 2012
Meeting Notes

Attendees:
Greg Meeks - Interim Dean
Mary Jane Bradley – Interim Associate Dean
George Foldesy – Director, CEE
Mitch Holifield – Chair, ELCSE
Lina Owens – Interim Chair, Teacher Education
Loretta McGregor – Chair, Psychology & Counseling
Jim Stillwell – Chair, HPESS
JaneMarie Dewailly – Interim Director, PEP

Absent:
JoAnn Nally – Director of Childhood Services

OLD BUSINESS

1. Searches
   - Center for Excellence – Dr. Foldesy reported that they had extend an invitation to hire Dr. Ahlam Lee.
   - Psychology and Counseling – Dr. McGregor reported that she just found out that she was obtaining a Psychology Instructor line and have not searched yet. The Counseling position (Shin line) search failed and now will be a one-year appointment and there are 3 applicants. Dr. McGregor wants to put the search committee together for the new CACREP position and place the ad by July.
   - ERZ – We received our grant for the 2012-2013 year and a director has been chosen. Currently waiting for approval to hire.
   - Educational Leadership, Curriculum, and Special Education - Dr. Holifield indicated there were no searches for the department other than a replacement for Dr. Kay Luter who is retiring.
   - HPESS – Dr. Stillwell reported no searches.
   - Teacher Education – Dr. Owens reported that there are two searches to be conducted with one ADTEC search (go out Monday) and one for a Mt. Home position.

NEW BUSINESS

1. 4/23/12 ADC Report – Handout
   - Dr. Meeks reported that Dr. Jones indicated that funds should be available to process corrections for potential inequity.
• Dr. Meeks also reiterated that there is a possibility that a FOIA request could be made to look at computer activity. Faculty should be reminded of the ASU Appropriate Use Policy—not subject to FERPA. If allegations of sexual harassment are made, human resources must be notified, so that a formal investigation can be conducted.
• Dr. Meeks reported that Dr. Cooksey stated “If student athletes miss class/exams, etc. due to competition, they must be given the opportunity to make up the work either slightly before or after the due date. They cannot just be told that they can drop that grade.”
• Dr. Meeks confirmed that the HLC visit has been moved to the Fall of 2013.

2. COE Committees
• Dr. Meeks asked that each chair look over the College of Education Committees 2012-2013 to make sure there is representation for each committee.

3. PEF Committee Representative Elections
• Dr. Bradley reported that the three COPE Standing Committees were not complete. Once Dr. Stillwell submits the elected HPESS representatives for the Advanced Programs Assessment Committee and the Initial Programs Assessment Committee, an election for three at-large representatives can be conducted. The at-large positions are as follows: two for Advanced Programs Assessment Committee and one for Initial Programs Assessment Committee. Dr. Bradley also reported that the following has been completed for the COPE Membership for 2012-2013. The chairs of all area programs have been elected. The COE Department elected representation is still lacking. Teacher Education will elect their representative during the August 2012 faculty meeting. During August 15 - September 15, the Initial Programs Assessment Committee, the Advanced Programs Assessment Committee, and the Unit Operations Assessment Committee will need to elect a chair and a recorder. The chair of each standing committee will then be a representative on COPE. Also, College Representatives will need to be elected during August 15 – September 15.

4. 2012-2013 COE Goals
• Dr. Meeks asked AC members to submit their COE goals by May 23, 2012.

5. Diversity, General Education, Technology Procedures
• Dr. Meeks shared that there is a draft of a diversity report. He also indicated that there is a university committee that deals with general education, but there is no procedure.

6. Meeting with Hudson
• Dr. Meeks shared with AC that Dr. Bradley and he met with Dr. Hudson. The purpose of the meeting was to update Dr. Hudson regarding the College of Education. The underlying message was that we have students, generate credit hours (28%), students graduate (37%), but are lacking in total funds (17%) and lines. He shared that we needed lines as follows: Academic Partnership, HPESS, Psychology, and licensure in the PEP Office.
7. Other Items of Mutual Interest
   • Dr. Stillwell shared that Dr. Howard has asked that the Sports Administration program be offered on-line. Dr. Howard also wants to keep the face-to-face program. Dr. Stillwell stated that Dr. Howard had approved 2 instructor positions for overloads. Dr. Stillwell indicated that two instructor positions would not work for his situation because the courses are upper level (junior and senior) courses
   • Dr. Holifield reported that 2-3 weeks ago he received a call that he would have not Graduate Assistants after the spring semester 2012. Dr. Holifield was told that he had no students on the ground; therefore, he did not need any GAs. Dr. Meeks, Dr. Foldesy, and Dr. Holifield talked with Dr. Howard and Dr. Sustich explaining the situation with the doctoral graduate assistants. It was questioned about the policy regarding no students on the ground, therefore no GAs. The decision was made to grandfather the current doctoral graduate assistantships.

8. Announcements
   • Next AC Meeting June 13, 2012
   • Equity requests due to the Dean May 23, 2012
   • AC End of the Year Dinner June 7, 2012 6:00 PM – looking into the possibility of Omar’s
   • GA Stipend increase to $416/2 weeks beginning Summer II
   • Faculty Development Funds Spent down (CEE, Psych, TE)

9. Adjourned 10:45 a.m.