

ADMINISTRATIVE COUNCIL MEETING

Wednesday, September 29, 2010

Meeting Notes

Attendees:

Don Maness – Dean

Greg Meeks, Associate Dean

George Foldesy – Chair, CEE

Mitch Holifield – Chair, ELSCE

Kristin Biondolillo for Loretta McGregor, Chair, Psychology & Counseling

Jo Ann Nally, Director of Childhood Services

Dianne Lawler – Chair, Teacher Education

Jim Stillwell – Chair, HPESS

Absent:

Mary Jane Bradley – Director, PEP

OLD BUSINESS

None

OTHER AGENDA ITEMS

None

FUTURE DISCUSSION ITEMS

None

NEW BUSINESS

1. AARC Meeting Report 9-13-10

- NSSE report was shared at the meeting. Dr. Maness will be sharing this information with the department chairs electronically.

2. ADC/with Glen Jones Meeting Report 9-27-10

- There needs to be better coordination of classroom usage.
- Reminder that the University Strategic Plan is scheduled for October 14-16, 2010
- Handout of the HLC process was distributed.
- Faculty Evaluation must be documented
- Program viability report was shared
- All adjunct faculty members must have an Astate email account.

3. College Prep Academy

- Dr. Meeks, Dr. Maness and Ms. Kim Danley are working on a grant proposal (College Preparatory Academy for the Delta) to target 9th

grade students who score low on one or more categories of the EXPLORE exam and who desires to go to college.

4. College of Education: Institutional Assessment of Effectiveness
 - Department reports were distributed
 - Chairs may want to share this with department assessment committee
5. Pre-tenured Faculty List
 - Chairs need to check the list and send corrections to the Dean by October 1, 2010. If there are no corrections
6. The Dean's office will explore the possibility of a COE Commencement in the Spring of 2012.
7. AC meeting on 10/6/10
 - This meeting is cancelled. Next AC meeting will be October 20, 2010
8. Announcements:
 - Strategic Planning Sessions, October 14-16-2010
 - ELCSE has hired Elizabeth Wakefield as an administrative assistant
 - A proposal has been made for changing the qualifications for Teach for America candidates to teach in Arkansas. October 21, 2010 there will be an opportunity to make comments to this proposal. Dr. Holifield will send Dr. Maness more information as it becomes available.
 - Encourage your faculty to apply for the Cambridge Visiting Scholars program
 - SMART portal grant has been awarded to COE in the amount of \$120,000.
9. Meeting was Adjourned at 10:42 AM