ADMINISTRATIVE COUNCIL MEETING
Wednesday, June 22, 2011
Meeting Notes

Attendees:
Greg Meeks - Interim Dean
Mary Jane Bradley – Interim Associate Dean
George Foldesy – Director, CEE
Mitch Holifield – Chair, ELSE
Dianne Lawler – Chair, Teacher Education
Loretta McGregor – Chair, Psychology & Counseling
JoAnn Nally – Director of Childhood Services
Jim Stillwell – Chair, HPESS

OLD BUSINESS
• The Psychology and Counseling Department recommends that sending out equity information in the summer is inappropriate. There are many faculty members who are not on contact during the summer. A discussion about the equity process was held concerning the interpretation of the email wording and the role of the PRT committee.

NEW BUSINESS
   • Tracy Finch wanted to make sure advisors are knowledgeable about the repeating of courses as stated in the Student Handbook. There was a discussion of policy, and Dr. Meeks agreed to clarify the total number of hours students can repeat.
   • According to Glen Jones, we will be moving to performance-based funding. This will largely be focused on graduation rate initially but may include remediation rates in the future.
   • Dr. Meeks shared that he will email the strategic planning templates. He asked that Chairs and Directors examine the Institutional Priorities and Goals handout and at the beginning of the academic year identify with the faculty how the department can contribute to the items on the handout. Dr. Meeks will follow-up with Lynita about whether there is a document detailing the goals and priorities.
   • A handout showing the enrollment statistics was discussed. The results indicate that we have greatly increased web instruction as a result of Academic Partnership (AP) classes and other classes.

6/27/2011
2. Arkansas COE Dean’s Meeting 6/17/11
   • The Arkansas Department of Education announced that principals will be one of the shortage areas for the 2011-2012 year. Dr. Meeks also shared that the ArACTE meeting will be in Conway April 19-20, 2012. One other announcement was that Beverly Williams will be retiring.

3. NCATE Focus Visit Update
   • Dr. Meeks reported that most of the advanced programs data has been collected, and that he feels good about the data that we have. We have had contact with Beverly Mitchell, NCATE Focus Visit Chair, and a Pre-Visit is scheduled for July 26. During the visit, we will share with her what we are doing. Furthermore, a draft of the Institutional Report has been completed, and the steering committee has provided feedback.

4. Faculty Searches
   • Currently, Teacher Education has five searches in progress. See handout for specifics.

5. COE Committees Update – Handout
   • Patti will send out an updated handout.

6. Announcements:
   • Dr. Meeks disseminated the College of Education portion of the undergraduate bulletin and asked Chairs and Directors to review the department section and make changes in red. Dr. Bradley shared that there would be an additional section, Admission and Retention, in the College of Education portion located after the Title II information. The Admission and Retention section will clarify that the admission, retention, and course prerequisite/requirement details are located in the Teacher Education Handbook.

   • Future AC Meetings:  
     - July 6
     - July 20

7. Adjourned 10:45 AM