

ADMINISTRATIVE COUNCIL MEETING

Thursday, July 29, 2010

Meeting Notes

Attendees:

Don Maness – Dean

Greg Meeks, Associate Dean

Mary Jane Bradley – Director, PEP

George Foldesy – Chair, CEE

Mitch Holifield – Chair, ELSCE

Loretta McGregor, Chair, Psychology & Counseling

Joann McNally, Director of Childhood Services

Dianne Prince – Chair, Teacher Education

Jim Stillwell – Chair, HPESS

Absences:

NEW BUSINESS

1. Foundation Year End Report – (Handout)

- The Foundation Discretionary Consolidated Report was distributed

2. CACREP Reaccreditation Update – (L.McGregor)

- The Psychology and Counseling Department has been working on reaccreditation with CACREP. One set back is the resignation of Thomas Dodson who was assisting with the report. The CACREP self-study is scheduled to be completed in the next few weeks.

3. COE Opening Session Agenda – (Handout)

- New faculty will be introduced during the COE opening session.
- Faculty awards will be presented.
- Lance Bryant has been asked to give a report on his trip to Oxford.
- The book, Flat World of Education, will be given to faculty. Dr. Bowser will give an introduction to the book.
- Dr. Stillwell will inform faculty and staff of the athletic facilities in HPESS facilities, which are available for their use.
- Dr. Maness will present the environmental update.

4. New Faculty Orientation Sessions Agenda – (Handout)

- This orientation will include all new faculty.
- Liberty Bank will provide lunch .

5. C.A.R.E. (Handout)

- CARE is a handbook which addresses closing achievement gaps. It was developed by the NEA. It is an excellent resource for candidates.
- The handbook can be downloaded at <http://www.nea.org/tools/16858.htm>.

6. A.C. Dinner

- Is scheduled for August 10 at the 501 Club for AC and their spouse or date.

7. Professional Education Faculty Input Data

- Dr. Meeks presented the new PEF Faculty Input Data Application.
- Feedback suggested the need to specify undergraduate on the internship entry fields.
- Administrative Assistants are asked to complete the "Semester Detail" for faculty in their department.
- Individual faculty also have the ability to login and enter their information.

8. Announcements:

- Advanced Placement institute went very well. Two hundred fifty-five participants were served this summer.
- ADHE meets Friday and the PhD in Educational Leadership and the MAT in early childhood and middle level is on the agenda for consideration
- Full-time reading teacher has been hired for Mountain Home
- There are 12 applicants for the early childhood position in Jonesboro
- Childhood Services is sponsoring the Conscious Discipline program this week
- The Early Childhood Conference sponsored by CHS is scheduled for August
- Search for a new CHS Business Manager is underway
- Mary Elizabeth Spence has been rehired as an administrative assistant in PEP Office.
- Psychology Department has initiated a new search for a faculty position.
- The last CSI camp has been conducted this summer and it went well.
- Off budget requests are due August 2
- Dr. Maness will be out of the office on vacation July 29-30, August 5-9, and 13.

9. Adjournment