

Administrative Council Meeting

Wednesday, February 17, 2021

10:00 a.m.

<https://astatecall.zoom.us/j/96214465893>

NOTES

Attendees: LGBryant, PFinnicum, KBiondolillo, JHenley, JClogston, ABowser, JANalley

Old Business

1. 2020-2021 Unit Goals – Due to the Dean’s Office by February 26; send to Pam, cc: LGBryant & MJBradley
2. Infrastructure – Students are working on these and should be in contacting chairs soon.
3. College Committees – LGBryant reminded chairs to begin looking at replacement positions for the 2021-2022 academic year. Consideration for pre-tenure track faculty.

New Business

1. Newsletter – Chairs and Directors were asked to submit any newsletter worthy items to Pam Graham for inclusion in the Spring 2021 newsletter.
2. Scholarships - Chairs and Directors were reminded to award scholarships for the 2021-2022 academic year.
3. Convocation of Scholars – Chairs and Directors agreed to have a virtual “scrolling” Adobe Spark presentation of awards during this month.
4. Learn@State – March 17; Create@State April 19-21 – LGBryant reminded of dates.
5. ADC Updates –(MJBradley) – No report
6. Red Wolves on the Ridge – Saturday, February 20, 1:00-3:00 @ Embassy Suites – Cancelled.
7. Retention recommendations for 3rd, 4th, & 5th year pre-tenure – Thursday, March 12th – chairs reminded of due date.
8. Faculty Awards – College finalists submitted by Friday, February 17/19 – 1 candidate from within the college, JHenley chairs college committee and will submit necessary paperwork toward university awards.
9. Summer New Student Orientation - Tuesday, June 15, 2021 – LGBryant discussed this scheduled event.
10. Departmental Updates
 - a. ELCSE – JHenley hopes to return to on-campus next week
 - b. HPESS – PFinnicum will continue as chair until Spring 2022
 - c. Psych & Coun – KBiondolillo will return to faculty on July 1, APGray will serve as interim chair, a full-time national search will begin soon.
 - d. TE – Postponed building renovations meeting due to weather today. Looking to potentially move centers into hybrid format. Arranged trainings with GHogue and ROWens for center faculty.
 - e. Childhood Services – Just completed unconference, 500 participants, 40 sessions. Looking to repackage. Will reschedule the move of West Memphis to March.
 - f. PEP – ABowser attended a CAEP meeting last week and discovered “basic skills assessments” that licensing programs currently require may be going away. 50% or above 3.00 GPA must be evident. ABowser has been in touch with the state. Faculty within the EPP voted overwhelmingly to eliminate the current requirement of a skills test. Intent meetings have been successfully accomplished,

anticipate hosting another. Pre-teacher meetings will begin on February 26th. Announcements regarding Livetext, edTPA, etc. are being sent out to students on a regular basis.

- g. ERZ – JClogston shared and discussed that ERZ law has recently been updated (SB77). JClogston has been working on an interim basis with HSU anticipates they will have someone soon. APSI grant has been approved for Summer 2021 (July). Angela Freese, Solution Tree Assessment Conference – May 5, FNBA (Live and Zoom). P-20 Professional Development day scheduled for June 9th. A-State and HSU will host Dr. Ruby Payne in Bryant, AR in June.
11. Other
- a. Staff evaluations – self evaluations have been removed and are no longer required in the process. LWinn sent email on January 27
 - b. Outstanding seniors should be students who graduate in this academic year (Fall, Spring, Summer)

Deadlines:

- **February 18 (Th)** The College PRTC provides written recommendations to applicants. Applicants who wish to withdraw from further promotion and/or tenure consideration must contact their College PRTC chair by the close of the third business day following receipt of written notification, but no later than day 02/23/2021 (3 working days)
- **February 23 (T)** Last day for applicants to contact the College PRTC to withdraw from further promotion and/or tenure consideration
- **February 24 (W)** College deans receive applications and recommendations from the College PRTC for 3rd-year Comprehensive Pre-tenured Reviews
- **February 24 (W)** College deans receive tenure and promotion applications and recommendations from the College PRTC
- **February 26 (F)** Undergraduate Curriculum Council Proposals Due
- **March 1-4 (M-Th)** Deans review promotion and tenure applications and make recommendations (4 working days)
- **March 4 (Th)** Deans provide appropriate feedback and written documentation to 3rd-year Comprehensive Pre-tenured Review applicants