School of Education  
Administrative Leadership Council  
September 10, 2013  
MINUTES

Present: Chessin, Pepper, Abernathy, Dolan, Letzring, Webb, Cofer, Rock
Absent: Niemeyer, McClelland, Hopkins

1. New University Style Formats
   Email went out with the new style format. Provost asked everyone to conform to new format. Personal devices do not allow the new format.

2. CPED

3. Memorial for Dr. Maxine Harper
   Naming of CERE
   Learned that an endowment can be started with any amount of money. Proposing to host memorial November 8 at the Paris-Yates Chapel. Time hasn’t been determined but planning to start by 3:00 or 3:30

4. University is going to change Summer Graduation to after August Intersession
   UM is considering changing summer graduation to after August intersession. Meeting with Dr. John Kizz, Dr. Christie Wyandt, Robin Weibe, Charlotte Pegues to talk about conferring graduate degrees in summer.

5. Reminder – Graduate assistantships that are funded on fund 25 accounts will also be charged for the graduate student health insurance subsidy in addition to the graduate stipend. Additional charge is approximately $1050 per year against the fund 25.

6. Graduate Student Funding – Dr. Wells Dolan
   The travel form to be used by graduate students has been added to the SOE website

   If we put in a work order for painting due to water damage or other building damage, please be sure to let Physical Plant know about the damage. Facilities planning does not always communicate with Physical Plant about the damage.

8. TACIT announcement
   Be sure to replace all old computers

9. New director of EORC – Ms. Becki Bressler. Please contact her and introduce yourself if you are conducting searches.