School of Education
Administrative Leadership Council - MINUTES
September 9, 2014

Present: Andrew Abernathy, K. B. Melear, Amy Wells Dolan, Debby Chessin, Susan McClelland, Kelli Coleman, Carol Hopkins, David Rock
Absent: Ryan Niemeyer, Kaye Pepper

1. Enrollment: Undergraduate down 8 – Graduate down 22

2. Request from Provost: Description of two programs/activities: see attachment. Andrew Abernathy will be gathering information from various faculty members

3. Building issues
   a. Emergency: call production control – 915-7003
   b. Other issues: submit a request

4. Letter writing campaign for students with ACT score of 25 or higher: Andrew Abernathy to update our post cards for graduate assistant students to write letters

5. Request from Maurice Eftink: Identification of program coordinators: Dr. Eftink will send request to department chairs

6. NCATE/CAEP visit/pre-visit:
   Chair: Rosetta F. Sandidge
   Associate Dean for Academic Programs, Accreditation, and Planning
   College of Education
   University of Kentucky
   a. Off site visit: December 5, 2014
   b. Pre-visit following the off site visit
   c. Visit: March 29-31, 2015 – confirm hotel rooms

7. Tenure and promotion guidelines online: to be added to SOE website under Forms - Documents

8. Non-tenure track faculty promotion guidelines: Dr. Rock recommended that SOE develop guidelines. Topic to be discussed at faculty meeting on Sept 12, 2014

9. Task force for faculty titles, rights and responsibilities: Item related to topic # 8

10. Post tenure review requirements: Dr. Rock recommended a faculty committee be formed to establish requirements for SOE to be later voted on by faculty.

11. New computer labs: near completion. Lab 215 will have 7 laptops & printer

12. Other business: proposal made to remove the student copier located outside Curriculum Resource Room on 2nd floor. Dr. Rock agreed. Copier to be salvaged soon.
Deans, Directors, and Various Program Directors,

Today we learned that there is a prominent external entity who is interested in learning more about our programs and activities in:

- Early childhood education
  Nutrition
- Wellness
- Physical Fitness
  Childhood obesity
  Community engagement
  Food deserts

At this early stage, it is not possible for us to share more details about the entity. Rest assured that if this comes to fruition, it is a significant opportunity to increase the visibility of your program and activities on a national stage, and we will share more information once we get through the initial phase of information sharing to determine which programs resonate with the entity’s interests.

Our timeline is short. Please send a description of each program (fitting the categories above) to Noel Wilkin (jwilkin@olemiss.edu) and Susan Foust (sfoust@olemiss.edu) by 5:00 p.m. on Wednesday, September 10.

Please include the following information:

Program Title

Brief (3-4 sentences) description of the program and its activities
Brief listing of Key Objectives
Brief description of photo opportunities of these activities in Sept and/or October
Duration of activities to date
List of Key Funding Sources
Investigator/Key Program Leader (one contact please)
Contact Information

After review of these descriptions, we will reach out to those programs about which more information is needed.

Thank you for your cooperation with this important opportunity

Sincerely,

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