

College of Education, Health, and Human Sciences
Administrative Council Meeting
April 11, 2014
MINUTES

Council Members: Randy Atkins, Sherry Bell, Susan Benner, Bob Cargile, Paul Erwin, Jeff Fairbrother, Ann Fairhurst, Gayle Mathews, Steve McCallum, Norma Mertz, Mary Jane Moran, Dulcie Peccolo, James Remington, Bob Rider, Dixie Thompson, Steven Waller, Jay Whelan

Present: Randy Atkins, Sherry Bell, Susan Benner, Bob Cargile, Charles Hamilton for Paul Erwin, Jeff Fairbrother, Ann Fairhurst, Steve McCallum, Norma Mertz, Mary Jane Moran, James Remington, Dixie Thompson, Steven Waller, Jay Whelan, and Bob Rider presiding

Welcome

Dean Rider opened the meeting and welcomed everyone. He took a moment to thank Dr. Hamilton for his many years of service to the University of Tennessee. Dr. Hamilton will be retiring at the end of the academic year.

Approval of Minutes

Dr. Steve McCallum moved to approve the minutes from the January 10th meeting; Dr. Jay Whelan seconded; and all were in favor. The minutes were approved.

Announcements

A handout of upcoming dates was distributed.

The Faculty and Staff Recognition Ceremony is scheduled for Thursday, April 24, at 3:00 p.m., in the University Center Ballroom. Dean Rider encouraged all of the leaders of the college to be there. There are two new endowed awards being given this year; the Louie M. and Betty M. Phillips faculty support in education and the Board of Advisors excellence in outreach and engagement award. Dr. Bob Kronick is the recipient of the first BOA's award. The Board is also working on a second endowment award; it will be a more generalized endowment for any faculty within the college.

Commencement and graduate hooding are on May 8.

Associate Deans' Reports

Dixie Thompson reporting

Dr. Thompson shared some reminders. Summer school enrollment has started and Millie is assigning classrooms as classes begin to fill. Reminders will be sent out in May about classes with low enrollments.

Spring grades will be due soon. Please remind instructors to review their class rosters now before grades are submitted, including independent study courses. Please make sure students are enrolled for the correct amount of credit hours and check whether the grade will be pass/fail or A-F. These things are easy to fix now, but are extremely difficult after grades are submitted. Also make sure that the instructor of record is listed correctly—the instructor of record is the one who must enter grades.

ORU funding is not announced yet. Dr. Thompson will pass along information as soon as she has it.

Sigma Xi student research presentations are scheduled for Monday, April 14. Students from our college will be participating.

EUReCA is scheduled for April 15 and 16, at the University Center. Dr. Thompson encouraged everyone to stop by and look at the presentations.

SACS – Dr. Thompson thanked everyone for submitting their monitoring reports. In the next week or so the reaffirmation deadline will be announced, and instructions will be given on how to report data on student learner outcomes. The tentative deadline, which may be the hard deadline, is May 31st for departments to have report data entered; the college review deadline will probably be June 30th. The process will be a series of steps, similar to last year. The department will enter data, check a box, and it will go to Dr. Thompson for review. When she is satisfied with the data entered, she will check a box, and it will go to Mary Albrecht. Starting in 2015 this process (reporting student learner outcomes) will be done annually with a reporting deadline near September 15.

Millie will be emailing the department administrative assistants to let her know when the dates of the departments' fall retreats. Dr. Thompson needs this information to schedule the new faculty orientation—to avoid conflicts. There will be a big cohort of new faculty this fall.

A notice was sent out today about voting for representatives to the undergraduate and graduate councils. Please encourage faculty to vote.

Susan Benner reporting

Two handouts were provided; College Travel Allocations and GSE Professional Development Award Proposals.

The new look for the CEHHS website is now live. Feedback being received is mostly positive, still some tweaking to do. A website is always a fluid work, so continue to give feedback for improvements.

Dr. Benner asked James Remington to give an update on the Tech Committee. The committee has requested over \$200,000 in the most recent tech report. The committee did a good job prioritizing the requests so it should be a good year. Dr. Benner added that there was very thoughtful discussion between the departments, and hopefully all the needs were equitably represented.

James has met with most of the department heads to discuss the vision of the marketing/PR future. Now that the tech report is complete, he will be able to focus on this issue.

Dr. Benner and Dr. Thompson have been sharing materials about whole school models. The whole school model focuses on children's health, education, physical development, nutrition, etc. They would like to spend some time this summer to focus on it, because this is something that would involve the entire college. With the current climate in education, the whole school model could be a good focus and a positive, healthy direction for children. Dr. Benner sees this as an opportunity for the college. Dean Rider thinks it would be great to create a lab school that all 8 departments in the college are part of.

Student Services Report – Dulcie Peccolo reporting

Dr. Peccolo was unable to attend the meeting, but provided a handout of updates and a postcard about ConnectEd.

Dean Rider reviewed the highlights. Dr. Thompson shared congratulations to Jamia on her award.

Budget Report – Gayle Mathews reporting

Gayle did not attend the meeting. She is working on budgets.

Research/External Funding Report – Bob Cargile reporting

Bob provided a handout listing CEHHS Awards from July 2013 to March 2014.

The number of awards is slightly higher this year than last, and the dollar amount awarded is approximately \$1.4 million higher this year. Proposals are slightly down this year. This report did not include Dr. Colby's award that is not final yet.

Please be aware that any federal money awarded, even flow-through from other universities, is being scrutinized against federal regulations in OMB Circular A-21. There are restrictions on how federal money may be used. Proposals that include expenses for computers, clerical salaries, and office supplies will not be approved. Please remind faculty to involve Bob and Kelly Steele during the proposal process before it is submitted in TERA-PAMS. Once an award is received it should be fine to charge expenses as they have been budgeted. If there any problems with items being charged to the project that have already been approved, please contact Bob right away so he can assist you—it may be a misunderstanding.

College Senate Report – Steven Waller reporting

A very good meeting with associate professors was held in March. Feedback received from those who attended was good. Dr. Amos Hatch compiled all the comments to distribute to the college. Dean Rider commented that the meeting was timely, because the purpose of the meeting was to encourage associate professors working towards promotion to full professor. The goal is to mentor and support these professors in the middle, to keep them here and doing good work towards becoming full professors. The trend in higher education is for associate professors to leave their current institution in order to get a promotion—and the raise in salary that goes with it.

The College Senate's final meeting for this year is April 23. There are several people rolling off of the senate this year, so replacements need to be identified as soon as possible. Replacements should attend the meeting on April 23. The incoming president is Dr. Shawn Spurgeon.

Development Report – Randy Atkins reporting

Randy distributed the Development Report.

Randy thanked everyone for their involvement in the Board of Advisors meeting in March. There were several things the board really enjoyed: the tour of the Department of Nutrition in the Jessie Harris Building, the poster session, and the Appalachian Spring event.

The Educators' Hall of Honor was well attended. Approximately 150 people attended and there were six inductees.

The Big Orange Family campaign has wrapped up. Randy does not yet have a report of the funds raised.

The College fund is up over last year in both number of donors and dollars raised.

There have been 39 proposals delivered so far this year is representing over \$6 million in gift solicitations.

There have been additional gifts secured since the last meeting; one for VolsTeach, one for an endowed scholarship, and one to replicate the community school program at Inskip Elementary School.

The Dean will be attending a "Meet the Dean" event in Nashville in May. Approximately 225 college alumni have been invited to attend.

The next Board of Advisors meeting is scheduled for September 4 and 5. The agenda will be similar to last fall's event. Several ideas were presented to Randy on ways to incorporate the graduate student colloquium with the BOA meeting. Randy may want to discuss the ideas with Dulcie for the spring meeting.

The Student Recognition Ceremony is scheduled for Tuesday, October 7, at 4:00 p.m.

Dean's Report – Bob Rider reporting

Chancellor Cheek attended the last Council of Deans meeting to give an update on legislative and campus activity.

- A hot topic has been Sex Week—Chancellor Cheek and President Joe DiPietro have taken a stand to support the students' right to organize and present this event.
- The budget for the university has been approved. There is no money budgeted for salary increases. If it is decided to give merit increases, that money will have to come from university funds, not state funds. Promotion increases are budgeted.
- Tuition may increase 5-7% next year.
- Admissions are up over last year; the goal is to have 4,300 new freshmen in the fall.
- Construction – the science lab classroom building (Science Lab 1) across from JHB was not approved and is on hold. That is the one building that was a priority for the college.
- There is a move coming from the federal government for employee disability self-identification. It is vague and unclear right now. The goal would be to have 7% of university staff positions to be filled with people with disabilities.

Robert Nobles, new Associate Vice Chancellor of Research and adjunct professor in Public Health, presented to the COD a new software package to facilitate the IRB process (iMedRIS). It is coming, but it is not near implementation yet.

Departmental Reports

Retail, Hospitality, and Tourism Management (Dr. Ann Fairhurst)

- Two searches this year: one has been filled by Dr. Jeremy Whaley from the University of Southern Mississippi; the other one has been extended.
- Appalachian Spring fundraiser was successful; \$35,000 was raised for scholarships.
- Hosted the co-founders of the Cowgirl Creamery. They were here from California to select their summer interns and participate in the Ready for the World Café.

Public Health (Dr. Charles Hamilton reporting)

- Two searches are underway to replace Dr. Hamilton and Dr. Petty. An offer has been made to fill one, and the search committee is still working on the second.
- Two MPH students won the grand prize from the Tennessee Public Health Association for the first annual video challenge. The award will be presented at the conference in April, and the video will be shown at the meeting in September.
- This is National Public Health Week, and there have been several activities held for that.
- Admitted 47 MPH students for summer and fall.

Kinesiology, Recreation, and Sports Studies (Dr. Jeff Fairbrother reporting)

- Candidates are in Knoxville for the biomechanics position and the search committee should have a recommendation this week.
- Coach Butch Jones presented at the Partners for Sport awards ceremony.
- Dr. Sylvia Trendafilova, assistant professor in KRSS, recently became a US citizen. Benjamin Nam, GA in KRSS, has also become a US citizen, but has not gone through the official ceremony yet.

Child and Family Studies (Dr. Mary Jane Moran reporting)

- Quint State was recently hosted in Knoxville. Eighty-five Graduate students from five universities participated in presenting their research.
- The fourth biannual symposium on cross cultural research was recently held in Knoxville. It showcases the work being done with colleagues from two universities in Italy.
- An appreciation luncheon for community organizations that work with CFS interns is being held today.
- Finished a search for Early Childhood Education. Jay Thiel is coming from the University of Georgia.

Educational Leadership and Policy Studies (Dr. Norma Mertz reporting)

- Extending a search to fill two positions.
- Dr. Kerry Robinson, assistant professor, hired last year from VCU, received an award for her dissertation at AERA.
- Just received word today that one of their doctoral students has gotten a fellowship from the graduate school.

Theory and Practice in Teacher Education (Dr. Sherry Bell reporting)

- Negotiating with Southeast University in China to establish a collaboration to send ESL students to China for one semester to teach English.
- TPTE faculty were well represented at the American Education Research Association meeting in Philadelphia last week.
- Closing the Math Education search for now; did not fill it for various reasons.
- Working on 2 literacy initiatives with the Boys and Girls Club this summer; one focusing on younger ages and one on older ages.
- Dr. Jeffrey Davis has received a joint grant from NSF/NEH to continue his work on documenting sign language with indigenous populations.

Nutrition (Dr. Jay Whelan reporting)

- Dr. Whelan recently went to a meeting in the Andrew Johnson Building downtown, and ended up on the floor where John Dickle, head of nutrition for Knox County Schools, has an office. Dr. Whelan went in and introduced himself. Conversation ensued between them regarding recent research on Omega 3 fats in children's diets and the impact on cognitive function. Mr. Dickle requested that Dr. Whelan send him some information, which he did. He also sent him a paper recently published about the effect of DHA in the brain on aggression, impulsivity, and stress—these traits may be muted by enriching DHA in the brain. Another paper he sent was on higher order cognitive function in 7-9 year-olds with increasing amounts of Omega 3's. A third was on prepubescent children and increasing relational memory. All of these have impact on educational outcomes. He would like to bring it to the attention of the other department heads, how it may be related to the integration of other disciplines. Mr. Dickle has a number of schools that may be used as research ground. There is not a lot of research in elementary school aged children. It may be an area of collaboration between the departments in CEHHS.

Educational Psychology and Counseling (Dr. Steve McCallum reporting)

- One of their doctoral students won a dissertation award at the National Association of School Psychologists.
- Three searches have successfully concluded: Lauren Moret from the University of Georgia for the qualitative methodology position; Karee Dunn from Arkansas for the educational psychology position; and Marilee McCurdy from Nebraska for school psychology.
- Retirements at the end of this year are Drs. Bain, Greenberg, and McClam. Geri Mulligan, director of CLEE, is also retiring. One faculty member, Trina Paulus, is leaving UT to go to the University of Georgia.
- This is the last Administrative Council meeting for Dr. McCallum. He is stepping down as department head. Dean Rider thanked him for his many, many years of service to UT.

Adjourn

Dean Rider thanked the council and the meeting was adjourned.

**Next Administrative Council Meeting is the Retreat
Tuesday, August 12, 2014
8:00 a.m. – 12:00 p.m.
University Center Executive Dining Room**