

MINUTES

College of Education, Health, and Human Sciences Administrative Council Meeting Friday, November 9, 2018

Council Members: David Bassett, Sherry Bell, David Cihak, Jeff Cochran, Jeff Fairbrother, Ann Fairhurst, Dawn Hawkersmith, Jennifer Jabson, Norma Mertz, Mary Jane Moran, Hollie Raynor, Bob Rider, Jana Spitzer, Jay Whelan

Present:

David Bassett, Sherry Bell, David Cihak, Jeff Cochran, Jeff Fairbrother, Ann Fairhurst, Dawn Hawkersmith, Courtney Holbert, Ami McBride, Norma Mertz, Mary Jane Moran, Hollie Raynor, Bob Rider, Jana Spitzer, Jay Whelan, Bruce LaMattina

Welcome

Dean Rider welcomed the council and opened the meeting. Introductions of group were given to Dr. LaMattina

Approval of Minutes

Dean Rider asked for a motion to approve the minutes from the October meeting. Dr. Ann Fairhurst moved to approve the minutes, Dr. Norma Mertz seconded, and all were in favor. The minutes were approved.

Bruce LaMattina, AVC for Research Development

- Office of Research Development
 - To provide evidence-based support and create unique research opportunities for all
 - Things we do; proposal development, grant writing & research development workshops, team building, limited submission competitions, core facilities, research informatics, research intelligence, and internal seed funding

- Portfolio Management/Research Intelligence
 - Encourage faculty to be proactive.
 - Hardwire: Help the program manager with idea generation
 - Human Intelligence: 4 elements: research capabilities (research seeds), published data, corporate information, and human intelligence
 - Research Intelligence Network Map
 - Internal Funding – SARIF, STIR, JDRD

- Travel to see potential sponsors
 - Research intel/access to funders/leads
 - Conferences
 - Partnership/collaboration development

- Research Seed Program
 - Generate more compelling external funding submissions
 - Initiate new research ideas
 - Foster new research collaborations

- Dr. LaMattina gave permission for us to save and distribute the presentation shown today.

Announcements & Dean's Report – Bob Rider

Announcements & Dean's Report were dispersed and interjected throughout the meeting

Associate Deans' Reports

Jeff Fairbrother

- SACS reports are all done at college level reporting
- Undergraduate Affairs – Dr. Fairbrother and Jana Spitzer will share information soon regarding the new general education rollout

- They are going to start the review cycle, but they have delayed it for a year.
- Approved Experience Learning Designations – there are several
- Undergraduate level: Proposals to add two majors to TPTE – both were approved at the college level
- Many revisions were done at the undergraduate level
- First time freshman retention – UT’s overall rate was 86.6%. Our College goal is 88% retention rate for our 2018 cohort. Over the last four (4) years our overall retention 82.61% for the 2014 cohort up to 87.64% for 2013 cohort – last year was about 85%
- Admissions already has 714 undergraduate students for 2019, 84 are confirmed.
- Graduate Affairs – GTA stipend increases, approximately 1 million is used to target the lowest stipends
- Student Faculty Research Awards – \$100,000
- Graduate School Catalog Formatting – a new template is currently being created with a model that will tell you what you need to include
- Several concentrations dropped, one at the graduate level
- 3MT - Three names were forwarded for the competition – we have six (6) slots, but not a lot of interest
- Faculty Affairs – Elements – Dr. Fairbrother sent an email to the department heads and needs feedback and input
- APPR – Annual Reviews – the Academic Council are asking that colleges examine distribution of “Meets Expectations”. The Provost office will be sending out specific guidelines
- PPPR – Controversial Periodic Post Tenure Performance Review – implementation has been delayed for 1 year. A list of faculty who will be eligible has been started. We will submit 1/6 of our faculty members that will be eligible (ones that are the furthest away from their last comprehensive review)
- Dean Rider Reports: From Council of Deans: Heavy discussions are made regarding how many faculty across campus are getting “Far Exceeds & Exceeds Expectations”. Some of our departments have too many of these. This impacts our college by reducing the pool of available money when Merit and Market money becomes available. The more “Exceeds” we have means more money spent on raises and less money we have for operating expenses. The Provost will be holding us more accountable for how we evaluate faculty.
- Proposal to Departments Heads – Dr. Fairbrother would like to implement a meeting with department heads, either annually or biannually to specifically discuss evaluations. Maybe in the spring and fall?
- Fellowship money - \$99,000. Department heads are asked to make a recommendation on how to allocate this money.

David Cihak

- Travel – we are half way through money spent
- Bailey Graduate School – work groups were developed to look at recruitment and retention, specifically with diverse candidates and how to expand and involve the distant education programs.

Research & External Funding Report – Hollie Raynor

- Research Incentive Plan - Robert Nobles has reviewed and likes our plan. He has given feedback on wording changes, the next step is to send it to Chris Cimino. We hope to give it to faculty in January.
- Continued workshops are ready – need feedback of how to support faculty
- Strategic Plan Data – We have current data, back to 2013 if anyone is interested let them know.
- College level - Past 3 years; Tenure Track & Tenured Faculty. Looking for submissions and funding in any role. Consultants are not included. Data pulled through Cayuse.
- 43% of tenure track and tenured faculty have submitted. Only 33% of tenure track and tenured faculty have funding for external submissions. Less than half of our tenure track and tenured faculty in a given year are submitting or getting funding.
- Rolling out support for faculty: Looking at it by rank of those submitting for external funding:
Assistant Professors = 51%, Associate Professors = 47%, Full Professors = 29%
- Those that have funding: Assistants = 22%, Associates = 40%, Full = 35%

Budget Report – Ami McBride

- GTA-GRA allocation for the college – Dr. Cihak is working on a Google form to help collect the data. We need to know what you are using each of your positions for and we need a justification as to why you need to keep them.
- Our centrally funded positions received a \$300 a year (\$25 a month) or more increase from the Graduate School. In total, they gave \$1 million to the University to support graduate tuition stipends. This is just for the centrally funded waivers. We need justification on why to keep all of the waivers. Everyone should be at the same minimums by Fall of next year.
- Dawn will help with assisting the departments in doing the analysis to make sure we are in compliance with the research proposal award that we originally submitted, and will help determine if we need to fund it from other sources and how to do it.

- Meeting with Dr. Dixie Thompson – she anticipates that next year they will get another \$1 million. The plan for next year will be different from this year.

Advising & Student Services Report – Jana Spitzer

- Busiest time of year in their office – semester advising and students with increased anxiety – their office is to help with getting students to counseling
- Monday/Tuesday are walk-in advising days

College Senate Report– Jennifer Jabson

- Working with Dr. Christine Stanley/Texas A&M – Talking about service saturation and invisible labor. They are trying to schedule her for a visit.
- Working with the Mentoring Council and has been in contact with Dr. Waller.

Departmental Reports

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

- No report

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

- James Williams represented the college last night at Mic Night, he did a good job and it went well

Child and Family Studies (Dr. Mary Jane Moran)

- Has a search underway and hope to start interviews before Christmas

Kinesiology, Recreation, and Sports Studies (Dr. David Bassett)

- Dr. Gene Fitzhugh received a \$190,000 grant (H2O Healthy Harriman Outreach)
- Searches are good for the 3 Professor practice positions

Nutrition & Public Health (Dr. Jay Whelan)

- No report for Nutrition
- Public Health – Dr. Laurie Meschke received and implemented a grant

Educational Leadership and Policy Studies (Dr. Norma Mertz)

- No Report

Educational Psychology and Counseling (Dr. Jeff Cochran)

- No report

Adjourn

Dean Rider thanked the council and adjourned the meeting.

**Next Administrative Council Meeting
Friday, January 11, 2019
10:00 a.m. – 12:00 p.m.
412 Claxton Complex**