

**Reich College of Education
Administrative Council
Minutes**

February 3, 2009, 10:00 am, Room #314 EDH, Greene-Oakes

Members Present: Charles Duke (chair), Doris Jenkins, Roma Angel, Dolly Farrell, Michael Jacobson, Richard Culatta, Dick Riedl, Lee Baruth, and Jim Killacky.

Members Excused:

1. Approve Minutes from January 13, 2009, Meeting: Minutes were approved without changes.

2. Budget: We still have approval to go ahead with our faculty searches. SPA positions are going to be scrutinized a little more closely than before. The Provost has cautioned against promising employment to adjuncts due to enrollment increase money concerns. List the sections with staff versus any particular adjunct. It may be necessary to combine some classes for fall semester of 2009. We could see sections combined and numbers go up. Extension is not immune to this economic issue.

Next year- we have been cautioned about any expansion. We get expansion funds from enrollment increase money and we do not know what that is going to be for 09-10. There are real issues related to financial support due to the economy.

3. Other:

Dr. Duke provided a handout on the proposed graduation targets for the RCOE: Dr. Duke discussed the handout. This is the first draft of proposed targets from the RCOE to the GA. The Provost will be sending these targets to the GA after review and revision, if necessary.

Dr. Duke provided a handout on the Initial Projection of Teachers Needed Based on Historical Data: Dr. Duke discussed the handout.

Update on Endowed Scholarships- Dolly Farrell: Dolly discussed the e-mail Dr. Duke sent out related to Scholarships- Memo to the Deans. It is definitely a tough time economically. Our scholarship payouts went down to roughly \$41,000 and last year they were about \$145,000. What we will have this year should be evident in the next month. Dolly will be going back to donors who donated between July 1, 2008, and December 31, 2008, to see if they can redirect their donations. We will also be going back to all of our living donors and explaining the existing problems and see if they could donate additional funds. Please do not plan based on these numbers. We will be getting back to you with the accurate figures as soon as possible. If you have more questions or know people that are interested, we have brochures as to how donations/endowments work. **ASU is in a delay of at least 12 to 24 months on the Combined Campaign.**

Dr. Duke provided a handout related to transcripts and vitas. We need to get transcripts and vitas in personnel files for both full time and adjuncts. This is a requirement of SACS accreditation.

Next AC Meeting is scheduled for Tuesday, February 24, 2009, at 10:00 am, in Room # 314 EDH, Greene-Oakes.