

Administrative Meeting
Wednesday, July 11, 2007
9:03 a.m. – 11:05 a.m.
Education Building, Room 118

Minutes

Present: Dean Graves, Rick Fisher, David Branch, Dana Burnett, John Ritz,
Nick Bountress, Jane Hager and Brenda Roth

Absent: Bob Spina

1. Dean Graves welcomed and introduces Rick Fisher, University Controller
2. Dean Graves reviewed Disbursement Newsletter dated July 1, 2007
3. Dr. Branch reviewed Provost's Council Agenda dated July 10, 2007
4. Dean Graves reviewed Provost's Council Minutes dated June 12, 2007
5. Dean Graves reviewed and approved Administrative Meeting Minutes dated June 13, 2007
6. Dean Graves reviewed "College of Education Graduate Enrollment Tracking Report – Summer 2007, as of June 28, 2007
7. Dean Graves complimented DCOE Department Chairs on Summer enrollment
8. Dean Graves reiterated that President Runte, Provost Isenhour, Vice President Phil Langlais contributed overall university enrollment increased enrollment due to Education's newly implemented Ph. D. program.
9. Dean Graves reviewed anticipated deadlines and dates for Darden College of Education Publications
10. Dr. Branch reviewed "FY 2008 Darden College of Education GTA/GRA/Fellowship Payroll and Tuition Assistance"

11. Dean Graves reviewed Memorandum dated July 10, 2007 in regards to 2007/2008 Higher Education Equipment Trust Fund (ETF)
12. Dr. Branch reviewed, "SCHEV Faculty Salary Peers June 2007"
13. Dean Graves reviewed " ODU to Hold Two Fall Commencement Ceremonies
14. Dean Graves announced, " The Literacy Compass LLC presents : A Balanced Literary Conference"
15. Meeting Adjourned at 11:03 a.m.
16. Next Administrative Meeting to be held on August 8, 2007