PEC Report: Members from all colleges with Secondary Education are working on Program Review Committee. There has been some lack of leadership and direction. Committee will work with writers to do workshops and help with NCATE reports. They would prefer to have internal program reviews, not external. Dean Kear indicated that if external reviewers are used, that he would ask DESE for list of reviewers. Associate Dean in the colleges will review these reports for clarity before going to external reviewers. OTC-2+2 agreements are being worked on.

1. Administrative Council—Helen Reid. Reviewed the 9 Goals.
   Taylor Health & Wellness Center will begin seeing children 6 and beginning January 2011.
   Commencement discussion focused on budget which is not enough. Need to accurately budget for Commencement. Need to accurately budget in all cost centers. A Legislative Goals draft is being developed.

2. OTC 2+2—John and Don. COBA has had these done for a number of years. Some programs aren’t suitable for 2+2—too many requirements. Need to get all of these into Don. Deans need to be involved. Don’s area is the central repository for all of the transfer agreements. Departments should only link to them. Forward every degree to which transfer student can come into. Don’s area will copy Deans on all information.

3. Transfer Survey—Don. Surveys both 2yr and 4yr transfers. Seems to be more awareness and more satisfaction with advisors and registration. Don appreciates efforts of all to make transfer process work.
4. Input for Deans regarding General Education: Howe can Deans intersect with GenEd. Ella Madden will come to ALC for a discussion then meet with college administrative groups and college GenEd person.

5. Budget Process:
   a) Common budget format for college presentations- agreed to a point in time for presentation: FY 10 actual expenses and FY11 Actual Budget.
   b) AA Budget Committee meets again on Nov. 18 with Dr. Cofer presenting.
   c) Information for AA Budget Committee

6. Follow-up on Audit:
   There will be a JQH Arena Committee to look at finances.

7. Need more guidance on sabbatical reports as to when reports are due. General consensus was during the semester after the completion of the sabbatical.

8. Facilities Task Force. Meeting with Frank, Helen and Tammy on space in science areas. Will look at teaching and research labs and do a needs and utilization study.

9. Student Research—there is a way to include student research in Digital Measures. Kathy will send information to all on this.

10. Provost Open Forum: Provost will do a listening tour. Will talk with Faculty Senate, Faculty Senate leaders, new faculty and others about issues, concerns, students, graduate education. Will look at faculty roles—are assignments working in a way to facilitate people being successful and helpful to University? What are people being asked for? How to get more people to the open forums.

11. Provost Communiqué—Art distributed the list for the week of Nov. 3. Will include more from Mike Stout and more about the 7Revolution program through FCTL

12. MDHE Review. Will go to the 6 digit CIP for review of Low Completers.

13. Teaching Excellence—helpful list—this will be posted on the FACTL Web site. Not an exhaustive list of evaluation possibilities, but can help in looking at teaching during the evaluation process.

14. Overload process for students. Needs more discussion Dean Reid comments that she must individually give permission for all overloads.
15. Department Head Reviews. Deans will need to first discuss with Belinda. A review indicates that there is a desire to re-appoint. Must ask if the DH is the right person for the job. This year, FY11, will do the IDEA survey. Won’t do DH Review in the same year.

Updated AA goals were distributed.