**Administrative Council Meeting Minutes**

**March 18, 2019**

Attendees: Dr. Bill Brown, Dr. Cindy Akers, Dr. Michael Ballou, Matt Williams, Norman Martin, Linda Whitebread, Dr. Phil Johnson, Dr. Steve Fraze, Dr. Leslie Thompson, and Dr. Eric Hequet

1. Dr. Brown reported there has been a great response to the February Grantsmanship Workshop. We had approximately 40 proposals submitted for Phase I, and about 16 for Phase II. The proposals have gone to the consultant and they will determine which of the 16 will go forward in the Phase II process. Please keep encouraging your faculty who have submitted these proposals to keep putting forth the time as Phase II can be very rigorous and tough.
2. Dr. Brown noted that the budget hearing process has changed formats somewhat, and this year only the dean and business manager will attend and meet with the Provost’s budget committee. They have been asked to present a one-page presentation of our budget requests.
3. Dr. Brown informed the committee that the metal Quonset hut behind the Agricultural Education & Communications Building will be demolished as they are going to build a new building for the College of Arts and Sciences in that area. Dr. Brown indicated we may ask for some space in the building since we are losing the space in the Quonset hut.
4. Dr. Brown asked the chairs to think about their needs and get back with him. Dr. Akers mentioned we need to come up with a plan for advising issues in AFS due to their growth. Lab space is becoming critical for the number of graduate students and faculty in a couple of our departments that are seeing a lot of growth. Departments are also needing additional funds for staff and operations of the department due to growth. These are a few of the things we need to be thinking about.