

Minutes  
Administrative Council – College of Education and Behavioral Sciences  
Thursday, January 7, 2010 – 9:30 a.m.  
Dean's Conference Room, Tate Page Hall

Present: Evans, Caldwell, Carter, Davis, Metze, Norman, Poe, Powers, Schlinker, Wagner, Winger  
(for Haggbloom)

Discussion:

--**Proposed Department Card Reviews Procedures** - Dr. Evans explained about the procedures involved. He said Sharon Hartz met with the Departmental Office Associates to discuss the process.

--**Budget** –The CPE has received a 3% cut.

--**Dean's Retreat on January 13** will begin at 11:30 with a luncheon.

--**University Senate Issues** – There was much discussion about problems occurring within the University Senate. There has been an issue within the School of Teacher Education.

--**Strategic Planning** –President Ransdell will meet with the Deans on Monday, January 11<sup>th</sup>, and Department Heads on Tuesday, the 12<sup>th</sup>, at 3:00.

--Dr. Evans asked the department heads to be thinking about what constitutes efficiencies in their academic areas. The CPE wants this information. This subject will come up at the upcoming Dean's Retreat.

--**Caps on Enrollment** – Are the caps "artificial caps"?

--Dr. Tice and Dr. Evans met to talk about our faculty teaching at regional campuses. Dr. Tice had very positive comments about CEBS' part in this. Dr. Davis has implemented a process to facilitate his faculty to teach at regional campuses.

--The next tuition increase is still not known at this time.

--**Navitas** – On Monday, January 11<sup>th</sup>, a contract will be signed with Navitas, a publicly traded company in Australia, and WKU at 10:00 in the Board of Regents Room. Dr. Poe and others will attend. WKU has the first contract with Navitas in the United States. Navitas will have their own staff of 11 and will recruit around 80 international undergraduate students from various countries. This is a way of internationalizing WKU and our programs.

--**Five-Year SACS Review** will be in Spring 2010. This will be the same time as NCATE. Dr. Norman stated that assessment plans need to be written as soon as possible.

--**Enrollment Status** for Winter and Spring look good. Summer enrollment has slipped some.

--A copy of Notes from the Draft Copy of **Kentucky's Race to the Top (RTTT) Proposal** was distributed and discussed.

--A form from GRREC announcing **Managing Change: A Proven Performance Improvement Model Meeting** on January 26<sup>th</sup> was distributed. Dr. Evans encouraged people to attend.

--Dr. Evans said he could support five people to go to **PLC training**. The dates are January 27 & 28, February 24 & 25, and March 18 & 19. The department heads are to get names to Dr. Evans by next Tuesday, the 12<sup>th</sup>.

--**College and Career Night** will be January 14 at Oldham County High School. Dr. Evans would like someone to represent the College.

--**Lapse salary information** will be coming to department heads in an email from Dr. Evans.

--**New Building Report** – Dr. Evans reported that Tony Kirchner had recently toured the new building, and many outlets for the LCD panels and various other wiring jobs were not done as written up. Dr. Evans will work closely with the architect to make sure these errors are corrected. The timeline for the building is on target.

--**NCATE Institutional Report** – Dr. Norman said the report was almost completed and thanked everyone for their work on this.

--The Administration Council will not meet next week, the 14<sup>th</sup>, but will meet on the 21<sup>st</sup>.

The meeting adjourned at 11:15.

Susan Krisher, Secretary