

Minutes
Administrative Council - College of Education and Behavioral Sciences
Thursday, February 1, 2001 – 9:30 a.m.
Dean's Conference Room, Tate Page Hall

Members present: Adams, Evans, Cooke, Crews, Filip, Fong, Houston, Metze, Mikovch, Nims, O'Connor, Poe, R. Roberts, Stayton, Stone.

Dr. Adams distributed information on the time frame and proper channels for undergraduate and graduate curriculum proposals. Dr. Poe spoke further on the process, indicating that discussion is being held on whether colleges should have separate undergraduate and graduate curriculum committees and how it would affect the University Senate charter. Further discussion was held, particularly relative to the efficiency of moving items through the University structure as well as Education Professional Standards Board requests.

It was announced that information can be found on the College's web page regarding the tuition waiver for supervising teachers. The policy may be modified as we go along, since we have received no guidance, and it is an un-funded mandate. It is important to note that the policy is based on space available as of 8:00 a.m. on the day before classes begin. Dr. Evans noted that we are working on a mechanism to assist in determining whether to cancel low-enrollment classes without waiting until the day before they begin. The waiver application form is also available under the Graduate Studies web page.

Western will be hosting a regional public hearing for the National Commission on the High School Senior Year. This conference is in the planning stages, but the main objective is to provide opportunities for the Commission members to hear feedback on their draft report and gather relevant information on the disconnect between high school and higher/vocational education.

Cathie reported briefly on a communication requesting support for a Senior Awards Banquet. Also, she reminded department heads regarding faculty awards committees.

Dr. Adams indicated that she is in the process of working on the Regional University Excellence Trust Fund proposal in the amount of \$2.3 million. The underlying purpose is to demonstrate the University's commitment to making teacher preparation a University-wide priority. Eventually, there will be guidelines and a committee to evaluate the proposals. Once in its final form, copies will be distributed to everyone.

Dr. Metze reported on equipment usage and needs in the College. Funds have been received to complete media renovations in the auditorium, and funding has also been promised for completion of the electronic classrooms. In addition, the two classrooms in the Technology Center will be able to be completed.

Dr. Evans indicated that the College will receive \$12,000 for equipment needs, which will be used more effectively if requests are pooled. Further discussion was held regarding equipment in classrooms. Department heads were asked to be thinking about what they would like to do and to be prepared to discuss it at the next meeting.

Indirect money has been received. Percentages are being run, and Dr. Evans is working on distribution of those funds. He is looking at 80% for the departments and added that these funds will impact travel, as some funds (possibly \$5,000) will be made available in an internal pool for students. He has tried to put priority on faculty who have grants and/or are working to secure grants, and his decision will also consider an individual's contributions to the unit. Dr. Cooke said he had been told that funds would be carried over for the fiscal year until July 31; Dr. Evans will verify that.

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Dr. Metze announced that the Technology Challenge Grant has been received, with funding in the amount of \$900,000 for the first year and approximately \$1.5 million for each year thereafter. This grant will assist in educating teachers on integrating technology into their instruction. Dr. Evans added that it is hoped this grant will be expanded beyond teacher education. There is another potential funding source in Washington in

the amount of \$2.4 million, for which Katrina Phelps has applied. Dr. Adams commended department heads and faculty on the significant number of grants submitted this year.

Dr. Adams reported on the positive experiences of the student teacher in Mexico City. There is interest in expanding this program to six additional locations in Mexico. Drs. Adams and Houghton will be traveling to Mexico later this month to work on that possibility, which would directly tie in with the University's Strategic Plan.

The Counseling Programs newsletter was distributed.

Dr. Fong will report next week on a model for cost sharing between her department and Academic Affairs, which has brought in approximately \$45,000 and about 150 new students.

A reminder was made that the Valentine's party will be next week after the Administrative Council meeting.

As there was no further business, the meeting was adjourned.

Cathie Bryant, Secretary