

Minutes
Administrative Council - College of Education and Behavioral Sciences
Thursday, February 16, 2006 – 9:30 a.m.
Dean's Conference Room, Tate Page Hall

Members present: Evans, Keaster, Poe, Baker, Daniel, Fiene, Haggbloom, Hughey, Metze, Mikovch, Powers.

Dr. Evans is looking for ideas for stories about the College to be included in the *Herald*. Several suggestions were made, and he will relate those to the *Herald* reporter who covers the College.

Department heads were asked to gather information on lapse salaries by the week of February 27 and to be sure to check part-time funds while looking at any lines that may be over budget. If funds have been promised relative to graduate students, that information should be included.

Comments are solicited relative to the two assessment candidates, particularly if anyone has any reservations at all about either of them.

Discussion was held on the work load summary and on WKUSES. Dr. Evans asked department heads to encourage faculty to respond to the WKUSES.

Council members were urged to work with Jay Sloan if there are problems or concerns regarding SITE or SGA evaluations. If a course is not to be evaluated, it should be coded accordingly in Banner when the course is entered in the system each semester. It was noted that a longer window for administration time would be helpful.

Brief discussion was held on ways to address the issue of low enrollment courses.

It was agreed that Ms. Bryant would poll everyone on their interest and availability to have lunch with the football staff.

Discussion was held on QEP, particularly regarding student learning outcomes on which to focus. Dr. Poe reminded everyone of the October 15 deadline when all programs in the College should have a student outcome related to the assessment plan. She added that she is willing to meet with program faculty on this issue and also suggested forming a College committee, if deemed necessary.

Brief comments were made concerning posting international and other unique programs within the College on the website. Discussion followed on equipment and renovation funds.

Copies of the Winter 2006 CEBS newsletter were distributed.

Ms. Bryant will circulate the Department Chair publication among Council members.

The upcoming NSF conference was mentioned briefly.

Commissioner Wilhoit would like to visit campus in the near future, and Dr. Evans indicated he hopes to schedule the visit on a Friday afternoon while student teachers are on campus and also include in the visit the opportunity for the Commissioner to meet with students and faculty.

Dr. Poe reported on the work of the DARS Implementation Committee. It is expected that the College of Business will be coded and ready to go by the end of the current semester.

Dr. Evans will be traveling to Owensboro on Friday to attend a meeting on the 2+2 program and to Frankfort on Monday for a meeting of the Standards Board.

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

Cathie Bryant, Secretary