

Minutes
Administrative Council - College of Education and Behavioral Sciences
Thursday, May 3, 2007 – 9:30 a.m.
Dean's Conference Room, Tate Page Hall

Present: Evans, Norman, Poe, Daniel, Ecton (for Fiene), Hughey, Lich, Metze, Powell, Powers, Shoenfelt (for Haggbloom). Mr. Bob Skipper and Ms. Sharon Hartz were present for a portion of the meeting.

Mr. Skipper distributed FAQs and a Powerpoint presentation about the Office of University Relations and noted that the purpose of his visit is to open up and improve the lines of communication. He reported on the different avenues used to reach students and talked further about ways to engage his office in departmental or College activities. He asked Council members to be alert to unusual events, as those types of stories are often picked up by the media. It is important to look at the story and its impact, as opposed to just the dollar amount attached to it. He pointed out that the University does have a crisis communication plan in place; in the event of a crisis, one individual would be designated as the spokesperson.

Several newsworthy items were mentioned, including the ROTC Awards and Commissioning ceremonies and Dr. Evans' trip to Malaysia. Everyone agreed that it would be helpful to secure the University photographer for the student awards ceremony.

Mr. Skipper also announced that the University is going to a new logo, which will be phased in over the next few months. This initiative will align the University with its vision, and it will be referred to as WKU rather than Western. Mr. Bob Edwards and Mr. Tom Meacham are the contact persons.

At a recent meeting with the architects, they presented a concept drawing of the new building. The preferred site is the corner of Normal Drive and Regents Avenue. The next meeting is scheduled for May 23, and subsequent meetings with unit heads will be held in June or July. Funding is still a concern; however, Ms. Lich is hopeful additional funding is possible.

The new centralized scheduling system was discussed. Dr. Evans' impression is that CEBS faculty will be given first priority for classrooms in this building, but department heads should look at space utilization across the instructional day. Classes and special events will be done on line.

Faculty attendance at Commencement is strongly encouraged. Dr. Evans expressed concern, particularly with attendance for the undergraduate ceremony. He feels we have an obligation to attend both the December and May ceremonies, since the students have given us a minimum of four years.

Remarks were made relative to faculty governance as it relates to the University Senate. If it is to be a meaningful, functioning body, faculty involvement is crucial.

Council members agreed that the student awards ceremony was very nice, and the addition of a photographer would be helpful. When requests are made for the photographer, a 2-week lead time is needed.

Information was distributed on James Natsis, candidate for Chief International Officer. Council members were invited to meet him at today's 2:00 meeting.

Dr. Evans reported on his Malaysia trip and said there is potential for several exchange opportunities, particularly in psychology and teacher education. He returned with four MOAs for exchanges.

The business plan was distributed and explained. Dr. Evans will need information from departments and will send the document electronically for those who want to receive it via email. His goal is for completion by May 15. Additional discussion followed.

The document entitled "WKU's Research Enterprise: Vision 2020" was distributed and discussed. Dr. Evans hopes to address (1) the business plan and (2) the research document at next week's meeting. In addition, Dr. Metze will share information on Digital Measures. Brief comments were made relative to the College's MIS system, and Dr. Evans stressed the importance of tying the completion of MIS forms with salary increases. He added that he does have some concern regarding the portfolios.

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

Cathie Bryant, Secretary