

Minutes  
Administrative Council – College of Education and Behavioral Sciences  
Thursday, July 10, 2008 – 9:30 a.m.  
Dean's Conference Room, Tate Page Hall

Present: Evans, Brantley, Carter, Daniel, Haggbloom, Hughey, Metze, Norman, Poe, Powers

Discussion:

Retta Poe:

--Kentucky Teaching Certificates Information

--Email from Ellen Bonaguro regarding a report showing all our advisees who are eligible to register. This can be a tool to help increase student retention.

--Program and Course Expiration Policies. Dr. Poe encouraged everyone to read over and send her their comments.

Sam Evans:

--Enrollment – Undergraduate numbers are on target. Graduate numbers are down. A survey to our professional education alumni regarding their input on experiences in our programs will be going out through the Institutional Research Office. We should have information before the end of the month.

--Salary Compression—Department heads are to be thinking about those individuals affected by this. Deadline is July 25<sup>th</sup>.

--Some changes are being made to the new building plans regarding outer limestone surfacing.

--There will soon be an update on the doctoral program. Dr. Evans stated that the group of doctoral students is exceptional.

--Opening activities will be on August 20<sup>th</sup>. We have eleven new faculty members. There will possibly be a luncheon on this day. Dr. Metze and Dr. Evans have been talking about doing technology sessions in the afternoon. Suggested sessions:

General Session (overview)

Tony Norman – overview on our data management system

Three or four people in Etrain will do presentations on various topics.

--It was reported that Etrain is disappearing as a federally funded project. Pam Petty will continue the efforts.

--Professional travel this year will be \$250 per faculty member for one-time only. For students it will be \$100; for overseas-\$400. There will be no support for in-state travel unless Dr. Evans asks someone to attend a meeting in the state. Some exceptions can be made.

--Toby Daniel is working to implement the masters in elementary education online beginning in August. There are some concerns regarding this. No GRE will be required for WKU graduates.

--Graduate Admissions – In order to expedite admission, students are now required to go online to the EPSB site to submit their certification information. They are still required to mail the actual teaching certificate to Graduate Studies.

--There is a push to change degree hours to 120.

--There will be a review regarding scholarships.

--A new statement will need to be included on future faculty ads—it reads:  
“Western Kentucky University is committed to the promotion of regional stewardship and student engagement.”

--ATP—98% are still at WKU.

--No central funding is available for anything not already funded. DELO distributions should be made within a week.

--Dean’s Retreat—July 29 and 30. Dr. Evans will be discussing the doctoral program, technology in our college, our new building plans, and assessment, among other topics. If there is any information the department heads would like shared, please get to Dr. Evans as soon as possible.

The meeting adjourned at 10:50.

Susan Krisher, Secretary