

Minutes  
Administrative Council - College of Education and Behavioral Sciences  
Thursday, August 2, 2001 - 9:30 a.m.  
Dean's Conference Room, Tate Page Hall

Members present: Adams, Crews, Evans, Filip, Fong, Haggbloom, Houston, Metze, Mikovch, Moore, Nims, Stayton

Leroy Metze said the new tables and projection unit are now in the lab. The department heads were encouraged to let faculty know all that is available in the lab. Leroy is open to demonstrating the capabilities of the new unit to anyone interested. He then informed the group that the Business College and the Science College had both asked to use our computer lab for various classes/workshops. Leroy asked the group if they had objections to this. It was agreed that something could be done to find ways to accommodate them as long as it did not interfere with our college's use of the lab. Leroy stated that we could try scheduling them on a trial basis. Leroy also mentioned the E-train Institute to be held on August 8<sup>th</sup>. There will be some new faculty members attending. Alice thought inviting some public school personnel would be a good idea.

Alice Mikovch showed the group some areas of interest on the new web page for the Office of Teacher Services.

Marilyn Troupe and Mary Ellen Weiderwohl from the Kentucky Education Professional Standards Board will be coming to discuss Alternative Routes to Certification on Wednesday, September 5 from 3:00 - 5:00. Faculty are encouraged to look at their schedules and try to plan to come to this. There will be a 12:30 luncheon for department heads and directors. Those interested are encouraged to email Cathie to let her know if they will be in attendance.

New faculty members will have an all-day meeting on August 10<sup>th</sup> with the Dean and various college personnel. There will be a tour of the computer lab and lunch will be served in TPH 406.

The trend data from Mike Dale have been delayed because of the implementation of banner finance but are still forthcoming.

The Faculty Scholarship Council needs an additional person to replace Paige Tompkins. Joe Bilotta is still a member. Dr. Evans will check on how to elect/appoint new representatives. Department heads were encouraged to send names to the Dean's Office of anyone with a research agenda who could serve well on this council.

Dean Adams spoke on the five-year limit on optional retirement. President Ransdell has said he sees some value in leaving the time limit open beyond the five years. The Council discussed the pros and cons about this. Dr. Adams told the department heads that a list will probably come to the Deans before long showing everyone in their respective college who is in the fourth year of optional retirement. Department heads will be expected to decide to recommend increase or not. Dr. Burch has stated that first and foremost we need to think of the best interest of the University when making these decisions.

A memo from Robert Jefferson on Deadline Establishment for Undergraduate Student Application and Admission was handed out and discussed. Sam Evans brought up issues at the graduate level concerning admission. There seems to be too much trying to rush paperwork for admission, and we need to start looking at setting some admission deadlines.

Dr. Evans also spoke on the use of the exceptional appeal form. There is a need to review the standards for using this form, and he has encouraged the Registrar's Office to look at the use of this form differently.

Copies of an email from Thad Crews concerning Unit Productivity Funds were handed out. There was some discussion about the three-year period of time for expending these funds. It is hoped in the near future this time can be extended.

The latest revision of the College organizational chart was handed out with names inserted.

A potential donation of \$100,000 has been discussed. This would be for an additional "smart classroom" for the College. Drs. Houston and Cooke worked on a draft proposal and we hope to hear soon.

There was discussion on a request for proposals to form local P-16 councils. Department heads were encouraged to look over this information and work up a proposal. There will be \$10,000 per department available.

An email from Marilyn Troupe on "NCATE in the News" shared comments by Laura Bush regarding the negative aspects of teacher preparation. It was brought up in discussion how there is a problem retaining new teachers in Kentucky and the nation.

It was announced that the SREB has a fact book on higher education available on their web site.

The Dean has a book entitled *Faculty Work and Public Trust: Restoring the Value of Teaching in Public Service in American Academic Life* which is available if anyone wants to read it.

Sam Evans handed out to department heads a book, *Soar with Your Strengths*.

We are going to get some templates for web course syllabi put together in the near future which will help with the NCATE process.

It was mentioned there has been a problem with some faculty who have not met classes as they were scheduled this summer. The accountability issue for faculty needs to be addressed by the department heads.

We are still ahead of Ogden College in the grants area but need to keep pushing to keep the number one position at WKU.

Vicki Stayton spoke some on grant activity issues. A Grant Development Advisory Group handout was passed around. All were encouraged to read this over as this will be on the next agenda.

Thad Crews passed around copies of the new recruitment brochures for the undergraduate program in Physical Education. Cindy Houston played a large role in the development of this brochure.

Lou Fong announced that the hotel program has received another gift of \$50,000 from Glenn Higdon.

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

Susan Krisher, Secretary

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