

Minutes
Administrative Council - College of Education and Behavioral Sciences
Thursday, August 16, 2001 – 9:30 a.m.
Dean's Conference Room, Tate Page Hall

Members present: Adams, Evans, Cooke, Crews, Ecton, Filip, Fong, Haggbloom, Houston, Metze, Mikovch, Moore, Nims, Poe, Stayton. Dr. Barbara Burch was a guest.

The issue of faculty loading relative to individual productivity was discussed at length. This led to further discussion which included the doctoral program. Dr. Burch responded by asking that all the information be spelled out to her with a possible reasonable way to accommodate the problem. She spoke further about the possibility of moving to a joint doctorate and asked that the College identify resources needed. Dr. Adams added that she will need to discuss this with the administration at UL.

Dr. Adams indicated that she will be working out loads for faculty in the field or in the block and discussing it with Dr. Burch. Dr. Burch stressed that now is the time to make these cases and to emphasize that these programs are clinical in nature.

When asked about formatting of promotion and tenure materials, Dr. Burch responded that an agreement needs to be reached. She said that she first focuses on teaching. Also, a vita should be included, but not one that is very lengthy. She also looks at comments made by the dean and the department head because she assumes that they have reviewed the portfolio very carefully. She feels that agreement is needed on the kinds of materials that are essential for inclusion, and a limit should be set as to the length and size of those materials. She noted that she does not have time to look up web pages or other information on the web. Another area to be addressed by faculty is the impact of what that person has done. She favors the development of a set of core guidelines, and agreement was reached to limit what is submitted and to allow a limited appendix. The question was posed as to whether the College might pilot a new system. Relative to the five-year guideline for promotion, Dr. Burch agreed that a faculty member with an exceptional performance record could go up early.

Discussion was held on Action Agenda funds. Dr. Burch pointed out that proposals should address the CPE's five questions, and she stressed their importance. Proposals are to be submitted to the dean, who will prioritize them. They will then go to a University-wide committee for the final decision on funding.

When asked about UC101 or web-based courses, Dr. Burch responded that web courses can be taught either within or outside of the normal load. As far as tuition generated from them, a small portion would be returned to the faculty, department, and University. Another possibility is the option of developing web courses and having adjuncts teach them. She added that the courses would be listed in whatever way would maximize the potential for the amount of students needed for the course. KYVU has agreed to put all general education courses on line by fall 2002. Additional discussion followed regarding fees and tuition for web courses. Dr. Burch indicated that there is considerable pressure to have more courses, and entire programs, offered through the web. Along this same line, the issues of professional development and accountability will need to be addressed. Also, new and creative options for summer school need to be developed.

Brief discussion was held on the procedure for identifying faculty to teach UC101 and that department heads should be involved. Dr. Burch said she would alert Cindy Jones. She also indicated that UC101 shouldn't conflict with the departmental teaching schedule, as there are many sections the instructor can teach. Department heads should remind faculty about teaching UC101. The issue was discussed relative to scheduling conflicts encountered when one department is creative in scheduling classes and another department is not.

Dr. Adams pointed out that it has been helpful to receive early approval for searches. When asked what information Dr. Burch is looking for in approving positions, she responded that the Potter College format works well. She stressed that when someone rotates off of optional retirement, the position is no longer the college's. Also, when a faculty member moves to optional retirement, the college can't assume that the remaining part of that position will remain in the college. Dr. Burch indicated that, in determining position approvals, she looks at majors, student credit hour production, numbers of graduates and faculty, faculty workload, level of programming, program reviews, and trend data. She strongly emphasized that now is the time to seize the opportunity to do those things in the college relative to continued professional development of

school personnel. Teacher quality is a major issue. CPE is more interested in alternative rather than normal programs. The College should take the leadership in this area.

The Teacher Education Agenda and the Teacher Quality Action Agenda were distributed and discussed. Dr. Burch commented that colleges should work out in-house issues and not broadcast their problems, with the key to this being in the hands of the department heads. She pledged her support in working with the college in whatever way she can. She added that College representatives need to support the College rather than push their own agendas.

Dr. Adams commended Dr. Evans on the Praxis meeting held last night. She added that arrangements can be made to do it again in the future. She encouraged department heads to have faculty submit Action Agenda proposals. As soon as proposals are received in the Dean's Office, they will be reviewed and forwarded to Dr. Flynn within a very short period of time. Dr. Poe is the College's representative on the committee that will act on all proposals. Again, emphasis was given to addressing, in the proposals, the CPE's five questions.

Brief discussion was held on the University recruitment open houses.

Department heads were asked to forward names to Cathie for the Faculty Scholarship Committee, as one College representative is needed.

The latest College organizational chart was distributed and discussed briefly.

Everyone was reminded that representative names are needed for the Advisory Council, Teacher Education Committee, and Program Review Committee.

A CLEP brochure was distributed for information.

Dr. Adams reminded everyone of the President's meeting this afternoon from 3:00-5:00.

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

Cathie Bryant, Secretary