

Minutes  
Administrative Council - College of Education and Behavioral Sciences  
Thursday, August 29, 2002 – 9:30 a.m.  
Dean's Conference Room, Tate Page Hall

Members present: Adams, Cooke, Crews, Ecton, Filip, Fong, Haggbloom, Houston, Mikovch, Moore, Nims, Poe, Powers. Bob Edwards, Assistant Vice President for University Relations, was a guest.

Mr. Edwards discussed the University's integrated marketing plan. He indicated that his office will be working on the "Expect the Best" program, particularly what message to convey, who to reach, and what medium to use. He clarified that, at this time, the decision has not been made on whether to continue to use the "Expect the Best" theme. He hopes that he can have internal involvement in whatever program is initiated.

Mr. Edwards reported that University Relations, through coordination and collaboration, will assist departments in developing publications. He stressed his philosophy of maintaining continuity across campus. In addition, he asked for input on ways to reach the internet market.

Dr. Burch plans to compile points of academic excellence to present at each Board of Regents meeting. Department heads are asked to forward relevant information to Cathie on a regular basis.

The amount of \$20,000 is available in Academic Affairs for the development of innovative programs for next summer. Requests should be submitted to that office.

The proposal for the formation of an Outreach College, or whatever entity it will become, should be presented at the October Board of Regents meeting.

Any additional names to be submitted for emeritus status should be forwarded to Dr. Adams by September 15. Additionally, she is pursuing a change in J.T. Sandefur's status to Dean Emeritus.

A nomination is needed for a faculty member to serve on a committee to address a major in Kentucky Studies. Those names should be submitted to Cathie as soon as possible.

Enrollment information was distributed and discussed relative to extended campus sites.

Course distribution material was distributed and discussed. Dr. Adams indicated that written proposals for innovative programs in scheduling should be submitted to her.

Dr. Cooke gave an update on the conversion of room 339 to an ITV classroom. He hopes to have all equipment installed by late October or early November. He added that our College has priority on scheduling the room.

Dr. Adams indicated that Karl Miller will be meeting with a prospective donor, and he has been given several ideas to discuss.

The capital equipment fund allocation is \$72,000, of which each college will receive \$12,000. Council members agreed to continue to pool the funds to acquire and install Proximas for all classrooms.

Dr. Haggbloom reported on activities in Psychology, particularly a series of brown bag lunches, aimed primarily at adjunct instructors and those individuals teaching PSY 100.

Discussion was held on departmental senior exams tied to graduation requirements. Further discussion involved the issue of a mechanism for putting any such courses on degree programs. Brief discussion followed regarding senior exams and assessments.

Department heads were reminded about the September assessment workshops. Names of faculty who will attend should be forwarded to Sarah Sallee. Dr. Adams also reminded department heads that Action Plans are due to the Dean by September 16. Other reminders given and items distributed concerned schedule bulletin preparation, disclaimers for syllabi, Faculty Scholarship Council elections, part-time stipends, cost sharing policy, and IT Division items of interest.

Discussion was held on completing the Form 1. Dr. Adams noted that the process may be faster if someone other than, or in addition to, the search committee chair is listed as the recruiter. Brief discussion followed.

Any feedback on the fall opening convocation should be forwarded to Academic Affairs.

Information was distributed relative to interactive distance education changes.

The list of faculty who have been KTIP trained was distributed. The KPIP trained faculty will be included in the future.

Dr. Adams stressed that the number of interim department heads in the College is an issue to be addressed in light of accreditation. Also, any changes or questions/concerns on the staffing plan need to be given to Dr. Adams immediately, as she will be forwarding the College plan tomorrow.

Dr. Cooke reported on the New York web program. He indicated that an inquiry has also been received from Las Vegas.

The transition of departments to the new health college was discussed. It was agreed that the current committee representatives will continue in their CEBS roles through the rest of this semester.

Drs. Adams and Evans will be meeting with Darlene Applegate regarding the possibility of the University Teacher Education Committee becoming the final approval body for teacher education curriculum matters and those items then going forward as points of information only.

Department heads need to notify Sharon Hartz if they have classes that will meet on Saturday.

Discussion was held on additional assignments involved in G sections of undergraduate classes. Dr. Adams added that all extended campus syllabi should be on file in departmental offices.

Dr. Cooke announced that his department received a seed account to start a Center for Acquired Brain Injury. In addition, Dr. Adams reported on the possibility of a Center for Autism.

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

Cathie Bryant, Secretary