

Minutes
Administrative Council – College of Education and Behavioral Sciences
Friday, September 1, 2011 – 9:30 a.m.
Dean's Conference Room, GRH

Present: Evans, Poe, Applin, Carter, Haggbloom, Kline, Norman, Pope, Powers, Schlinker. John Osborne, Ben Johnson, Brian Russell, Tony Kirchner, and Sharon Hartz were guests.

Department Authorized Agent Notification Form – These are to be used by departments and kept on file with WKU Access Control prior to key issuance. Authorized agent will be designated by the unit head. Forms will be completed and submitted electronically. Dr. Evans noted that only two entrances will be accessible to the building after hours, the front door and one rear door.

Branding of the Building – Considerable discussion was held. Ben Johnson explained that branding refers to personalizing the building with various quotes, inspirational messages, etc., that relate to who we are. He showed some examples. A College committee is being formed to address this initiative.

Major Discovery – Dr. Poe discussed Major Discovery through AARC. Council members agreed to think about doing an event of this type for the spring semester.

Enrollment – Dr. Evans gave a brief report. Final figures will be out in late October. It was noted that several graduate students are going to other universities because of the admission issues at WKU.

EBSS at Ft. Knox – Brief comments were made.

Metcalfe County Meeting – Dr. Evans asked if there would be anything we could do from the perspective of a minor. Unit heads should be thinking about this idea, as it will be on a future agenda.

Posters at the Capitol – The flyers will be posted throughout the building.

Staffing Plan – Dr. Evans discussed the possibility of an additional fund for salary negotiations.

Energy – The University saved over \$200,000, which led to brief discussion relative to energy needs in the building on weekends.

Strategic Priorities – Lengthy discussion was held. Revisions to the document were recommended, and Tony Norman will work on those before the September 14 deadline. There was agreement that the goals should first be fleshed out, and the document should be narrowed down and succinct. Feedback should be submitted to Tony by Wednesday, September 7.

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

Cathie Bryant, Secretary