

Minutes
Administrative Council – College of Education and Behavioral Sciences
Thursday, September 18, 2008 – 9:30 a.m.
Dean's Conference Room, TPH

Present: Evans, Poe, Norman, Carter, Daniel, Davis, Fiene, Haggbloom, Metze, Powell, Smith (for Powers). Dr. Cecile Garmon and Ms. Cindy Ehresman were guests.

Introductions were made, and Dr. Garmon presented information on the development of a leadership certificate for individuals entering teacher education programs. Discussion was held on the possibility of collaboration between the Office of Leadership Studies and CEBS to offer a Leadership Certificate Program to help move leadership into the curriculum. Faculty from the College are invited to teach courses through the Leadership Studies Office.

MIVER Visit to Ft. Knox – Dr. Evans commented briefly on the MIVER review team visit scheduled for Ft. Knox.

Faculty Tenure and Continuance – Discussion was held on the discrepancy between due dates for tenure and faculty continuance.

Equipment and Classroom Improvement Requests – Requests should be sent electronically to Dr. Metze, who will be working with these requests. Department heads were asked to keep requests to a minimum, in light of what will be needed for the new building. Brief comments were made relative to scanning as many files as possible to decrease the amount of material to be physically moved.

Council of Academic Deans Materials – Materials were distributed from past Council of Academic Deans meetings. Dr. Evans noted that the university is analyzing the current drop/add process and also considering research related recommendations made by an external review person.

Energy Policy – Concern was expressed regarding the impact of energy reductions on weekend classes. Any feedback or thoughts should be forwarded to Dr. Evans by next Wednesday.

Selected Works Author Gallery – Submit the names of those faculty most prolific in publishing.

Doers and Deeds – Department heads were reminded to submit items to Doers and Deeds, in particular, things that faculty are doing with student engagement.

EEO Compliance Forms – Considerable discussion and concerns expressed. Dr. Evans asked for feedback by next Wednesday on thoughts/concerns as well as impact on hiring and acquiring individuals who meet our needs.

Study Abroad Program – Discussion is occurring on student consumption of alcohol during study abroad experiences. Further comments were made relative to the observation of customs in foreign countries, particularly with the differences in the legal drinking age.

Retention Rate – The University retention rate is 76%, which is very good.

Campus Scheduling – Brief comments on classroom scheduling.

Homecoming – Military Science will have a tent on Grise Lawn, and it will serve the College as well. Department/Unit heads were asked to secure their areas for that day.

Academic Advising Week – Scheduled for October 13-17. Dr. Poe asked that suggestions on possible College programs be forwarded to her.

Graduate Programs in Professional Education – Dr. Poe indicated she would like to meet with departmental graduate advisors.

WKUSES and NSSE – Feedback should be forwarded to Dr. Poe. The possibility of conducting an assessment on graduate advising is being considered. Suggestions were made, and further discussion occurred. There was agreement that this issue should be addressed at a future meeting, particularly whether a survey should be done and if it will produce the desired information.

Personnel – Brief report was made on a faculty member.

Grant Administrator Responsibilities – Dr. Evans reminded everyone that Dr. Norman will be working with grants while Ms. Kaufkins is on leave. Brief discussion followed.

Graduate Requirements – Dr. Evans will be meeting with the Provost on issues related to the GRE requirement and maintaining standards.

Chinese Visitors – Dr. Fiene's office is the contact point for the Chinese visitors.

Regalia – Regalia for the College is a black gown with a light blue chevron.

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

Cathie Bryant, Secretary