

Minutes
Administrative Council - College of Education and Behavioral Sciences
Thursday, October 11, 2001 – 9:30 a.m.
Dean's Conference Room, Tate Page Hall

Members present: Adams, Evans, Cooke, Crews, Crisp, Ecton, Filip, Fong, Haggbloom, Houston, Metze, Mikovch, Moore, Nims, Poe, Stayton. Drs. Elmer Gray and Lisa Murrell and Ms. Stacy Edds were guests.

Dr. Gray indicated that CEBS contributes over 70% of the graduate efforts on campus, with good numbers in all programs. He introduced Dr. Murrell, Assistant to the Dean, and Ms. Edds, graduate assistant in the area of recruiting and added that Ms. Mindy Farmer works as the webmaster but could not be present at the meeting. Dr. Gray reported on issues dealing with enrollment and alternative paths to the Rank I, and he added that the implementation of a cut-off date for applications needs to be addressed. Also, he feels that more faculty incentive is needed for distance education, and we need to be looking at offering our own doctorate. The new regional post-secondary center will soon be in operation in Glasgow, and centers in Elizabethtown and Owensboro will follow later. Additional discussion followed, particularly relative to issues such as the name changes for Ranks I and II, the disincentives to registering early because of early billing processes, the increase in graduate tuition, marketing of graduate programs, and a guaranteed fee. Also noted was that problems are occurring with students being incorrectly billed for out-of-state tuition and that ETS is changing the analytical segment of the GRE.

Dr. Gray indicated that Ms. Edds has begun her recruiting efforts by attending the city and county open houses. Further comments were made relative to expanding recruitment to some of the institutions in Tennessee, and a request was made to include on-line courses in the extended campus course schedules. Brief discussion followed on the faculty professional development accounts in which \$20 deposits per class session taught will be made for faculty teaching extended campus courses. Dr. Adams clarified that faculty will go through their department head to request funds from the development accounts, but the department heads will only be monitoring the use of the funds to be sure they are in line with the guidelines. She added that Action Agenda stipends will also be put into a professional development account. It is hoped that this system will be in place later this semester and funds can be deposited into accounts for classes taught this semester.

Dr. Adams introduced Debra Crisp, indicating that she represents the Faculty/Professional Staff Advisory Council. Also, Drs. Adams and Evans will be in Danville next week; therefore, the Administrative Council will not meet.

Dr. Adams reported on a meeting of the state education deans held here at Western regarding the statewide 2+2 initiative with the KCTCS. They will be working as a group to develop a proposal.

Dr. Burch has asked the College to prepare some type of advertising item for students who have completed a program at a research institution and need help adjusting to a teaching institution. We need to be thinking about what we are doing to help these students with the transition. Dr. Poe pointed out that she may have some information on this topic, and Dr. Adams said she would put something together.

The President is still moving toward Western having a joint doctorate, with his ultimate goal being a stand-alone program.

Discussion was held concerning the offering of complete programs at off-campus sites. If this occurs for areas other than elementary education, other colleges would need to commit to offering the necessary courses for those programs. The public deans will be looking at this issue as far as available course cross-listings. Dr. Adams will distribute this information when it becomes available.

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Dr. Evans reported that within the Action Agenda funds for the University, there is a line and some indicators that relate to National Board Certification Standards. Lynn Hines will be directing that initiative, which is a joint effort of Western and the Kentucky Education Professional Standards Board. Lynn will serve as the program manager for a National Board for Professional Teaching Standards mentoring project. The initial

agreement is for two years, with the possibility of additional funds.

Brief discussion was held on publications for the 2001-2002 recruiting season, and Dr. Adams announced that Dr. Poe was elected Vice Chair of the UCC.

Discussion was held on Rank I programs, and a memorandum from Dr. Applegate of the CPE was distributed regarding those programs being added to the Program Inventory.

Dr. Adams reported that since WBKO has agreed to do 60-second ads about Western for the next year, department heads should talk with their faculty to see if they would like to do one, particularly for recruiting purposes.

Council members were reminded of Focus on Western #2 scheduled for November 10.

Dr. Moore asked about getting departmental banners for the newly established departments, and Dr. Adams suggested he talk to Dr. Houston about that. The Dean's Office will handle requests and costs for those banners.

Dr. Adams commented briefly on the changes she sees in traveling lately.

Discussion was held on setting up cut-off dates for graduate enrollment. Dr. Evans agreed that the College needs to address this issue as a whole and that further discussion should be held after a future Administrative Council meeting.

Dr. Adams said she would follow up with Dr. Burch on the issue of putting additional courses on line.

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

Cathie Bryant, Secretary