

MINUTES
ADMINISTRATIVE COUNCIL – COLLEGE OF EDUCATION AND BEHAVIORAL SCIENCES
Thursday, November 5, 1998 – 8:00 AM
Dean's Conference Room, Tate Page Hall

Members Present: Evans, Mikovch, Fong, Little, O'Connor, Oglesby, Payne, Schnacke, Stayton, Storey.

Evans mentioned briefly Western's new CD. Anyone interested in seeing it is welcome to borrow it.

If anyone is unable to access the two new Human Resources policies (Standards of Conduct and Grievance Resolution Procedure), copies can be obtained in the Dean's Office.

Evans discussed the issue of sprinklers for dormitories.

Council members were encouraged to share the information on the Commonwealth Virtual University with faculty in their areas.

The Budget Advisory Council will be composed of 20 individuals to include one department head, one dean, and one faculty representative from each of the five colleges. It was agreed that it would be beneficial for the College's representative to be familiar with the budgeting process and be able to speak up regarding issues. Also agreed was to charge the Faculty/Professional Staff Advisory Council with the responsibility of choosing the College's faculty representative and the process to be used to identify that individual.

The Higher Education Act was discussed. Evans indicated that PRAXIS pass rates will be looked at and information will have to be reported on the number of students in undergraduate teacher preparation programs, faculty to student ration, and hours of supervised practice. Further discussion followed on the GRREC superintendents' response.

The publication entitled "Top of the Hill" will be shared with the Board of Regents as well as other influential people. Agreement was reached to include the College's Internet courses on this publication. Also, information will be included relative to the Graduation 2010 project.

The problems encountered with recycling in the building were discussed. Department heads will be supplied with copies of Evans' memorandum to share with the faculty.

Strategic plans are due in the Dean's Office November 15. As there will be a month's period of time to work on the plans before they are due to the Provost, they will be viewed as drafts. Evans also indicated that the College report cannot be a replication of the departmental plans. The deadline for program reviews has been moved up to November 23. Evans will work individually with department heads on these. Further discussion was held on the action plans.

A marketing program for the College was discussed. Agreement was reached that the College should have a banner. Evans will check with Sharon Hartz on that.

Evans indicated that the group will need to be convened regarding Scholarship Assessed/Reconsidered. By the end of the spring 2000 semester, the promotion and tenure guidelines need to be revised. O'Connor suggested the formation of a College committee to study the issue. The possibility was mentioned of having Blaine Ferrell do a Power Point presentation. Several ideas were suggested relative to the direction the Committee could take. Evans asked department heads to submit to him the names of those individuals who received copies of the books. The first step is to get the names and convene the group to do an overview and lay out next steps.

The post-tenure review document included in the agenda packet is the last draft. Feedback needs to go to the Provost by November 23. Please share this document with faculty and get input back to the Dean's Office by November 19. Evans asked Little to discuss this issue with the Advisory Council

Summer school was discussed at length. Evans will chair a task force to study some of the issues surrounding summer school. Further discussion centered around salaries and increasing enrollments. Also discussed at length was the possibility of offering courses in Louisville.

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Department heads were asked to review the list of library serials. O'Connor mentioned that in the past, the library did a usage study of periodicals.

Storey reported that the superintendents have directed her to set up training on Title IX.

O'Connor spoke briefly on a possible sexual harassment case, which led to further discussion on the issue and ramifications for administrators. Evans will get with Schnacke to arrange one last training session for the College with Regina Jackson.

Bryant was asked to remind faculty of the Faculty Regent election.

The Christmas party will be held Thursday, December 3, from 11:00 – 12:30.

O'Connor asked about computers, and Evans said he would check.

Evans indicated that a decision has not yet been made relative to money from grant programs.

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

Cathie Bryant, Secretary