

Minutes  
Administrative Council - College of Education and Behavioral Sciences  
Thursday, November 14, 2002 – 9:30 a.m.  
Dean's Conference Room, Tate Page Hall

Members present: Adams, Cooke, Crews, Ecton, Filip, Fong, Haggbloom, Metze, Moore, Nims, Poe, Powers, Shoenfelt.

Anyone who needs nomination forms for the University Distinguished Professor program can obtain them from Cathie Bryant.

Department heads were reminded to follow up on the email from Dr. Flynn regarding departments connecting with P-12 schools.

Dr. Adams reported on the parking situation for home basketball games. The gated lot will be used for HAF parking, although faculty with gated lot tags and teaching classes on those nights will be able to park in the lot. The Mimosa lot will be open parking, and the Creason lot will be open possibly with a shuttle service to Page Hall. Security presence will be increased as well. Students will be allowed to stay in the parking structure, and the President has expressed his hope that another parking structure could be built in the future.

Discussion was held on the GAP requirement. The Office of Graduate Studies has the procedure for handling this.

The proposed revision for senior exams for the undergraduate catalog was distributed and discussed. Dr. Poe pointed out that the SACS team is opposed to this proposal.

Materials were distributed and discussed relative to instructor contracts.

Discussion was held regarding summer school stipends.

The merit raise system was discussed as it applies to staff. The Staff Council has asked that raises be given across-the-board rather than merit-based. They are also displeased with the performance appraisal system, as it appears that there is no one individual supervising the staff evaluation system on a whole. Department heads are asked to share this information with their office associates and forward comments to Elizabeth Paris.

For information purposes, a pamphlet was distributed regarding the Education Professional Standards Board.

Discussion was held regarding the various searches gearing up in the College. Nominations are needed for both of the Associate Dean search committees, and department heads need to nominate a peer to represent them on each. In addition, names are needed for the Grants Administrator search committee. Individuals must have grant experience in order to serve on that committee. Search committee chairs are as follows: Dan Roenker, Associate Dean for Administration/Budget; Bob Smith, Associate Dean for Curriculum; and Joe Bilotta, Grants Administrator.

Ms. Bryant reported that students from the Bowling Green High School chapter of Future Educators of America would like to visit Western, probably in the spring semester. Department heads should mention this to their faculty and be thinking about a schedule for that visit.

The President has expressed his desire that Western take the lead as a public institution in having a collaborative program with a private state institution. He is looking at the possibility of offering several programs with Kentucky Wesleyan and Brescia in the Owensboro area. He would like to receive ideas on programs that might be appropriate for this endeavor by November 26. This topic will be discussed again next week.

Brief comments were made regarding web-based courses.

Dr. Cooke announced that he has been asked to serve as Assistant to the Dean in the new health college.

Dr. Poe reminded department heads to provide feedback to her on the MAE research tool revision.

Dr. Adams clarified that individuals holding a main campus parking permit can park in the South Campus parking area on the end designated for the Community College.

Dr. Crews asked about funds for faculty increases. Dr. Adams said they are still working on that issue. The gender/ethnicity committee still has to finish their work. It is hoped that increases will be in the January check.

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

Cathie Bryant, Secretary