

Minutes
Administrative Council – College of Education and Behavioral Sciences
Thursday, November 17, 2011 – 9:30 a.m.
Dean's Conference Room, GRH

Present: Evans, Caldwell, Gott (for Carter), Haggbloom, Kline, Norman, Poe, Powers, Schlinker

Workload Policy – This was discussed at CAD, but further information will be forthcoming.

Grants – Our college brought in more than any other college. Dr. Evans commended the faculty. Further discussion was held.

CPE Information – Information was distributed relative to Senate Bill 1. Additional faculty positions may become available as well as additional funding. We need to be thinking about how to use those funds.

Enrollment – We will be looking at enrollment management relative to strategic goals. Graduation rate and retention are part of the goals. We also need to look at those students who have more than enough credits to graduate but are still here. Discussion followed on the list of freshmen who are experiencing challenges and how we can help.

Faculty Evaluations – Discussion was held on their importance.

Promotion/Tenure – Only two were submitted this year. Department heads were reminded to send letters to those individuals informing them that their documents moved forward with positive recommendations.

Information for KDE – Department heads were asked to provide brief statements on programs so that it can be forwarded to KDE.

NCATE Visit – The letter from NCATE has been received, and a conference call is scheduled for next Monday.

Annual Fund – A summary of information was distributed on what was sent to the Annual Fund Office. A letter will be going out soon, and we are looking at a very brief story to include. Department heads should send any unique stories to Dr. Evans ASAP and also edit the document.

Library Council – We have an opportunity to forward a name of someone to serve on this Council. Submit names to Dr. Evans.

Action Plans – These need to be completed soon.

Regents Meeting – The Board wants a faculty member to make a presentation at each meeting. The next meeting is January 20.

Faculty Spots at Ball Games – Dr. Evans is working on information for faculty members to be highlighted at basketball games.

Common Core Standards – A meeting is scheduled for February 27-29 on common core standards. We can send three people to that meeting. Anyone interested should let the Dean know.

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General Education – Concern has been voiced regarding the foreign language requirement. Department heads should review the information and how it would impact their programs.

Prospective Students – Brief remarks were made relative to the importance of forming relationships with prospective students.

LEED Function – A function relative to LEED certification will be held in the building on November 29. Everyone should be aware of that event, as portions of the building will be blocked off.

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

Cathie Bryant, Secretary