

College of Education and Behavioral Sciences
Administrative Council Meeting Minutes
March 17, 2016

Present: Sam Evans, Tom MacMillin, Jackie Pope-Tarrence, Tony Kirchner, Janet Applin, Jill Sauerheber, Tony Norman, Sylvia Dietrich

Guests: Tuesdi Helbig, Gina Huff, Chris Vincent

Visual Analytics (VA)

Dr. Tuesdi Helbig, Gina Huff, and Chris Vincent from the office of Institutional Research shared information about the new VA system. The new system will be live on March 21. The current IR-DSS system will be discontinued on March 31. The new system will allow for customization to better meet the needs of the college. Users will need approval prior to accessing the new VA system. Requests for data reports may be sent to the IR staff during transition from the old to new system. Discussion.

CAD Report

Dr. Janet Applin reported on the March 16 meeting. The following items were discussed.

- WKU Course Definitions – Discussion was tabled.
- Marc Archambault shared information related to endowments. Reports indicate donors want more information about how their contributions are being spent. A contact person from each college is needed. Examples of donor letters will be provided.
- Doug McElroy shared information about the Platinum Analytics Dashboard. The new dashboard will factor in a variety of student information to better improve predictions.
- Dr. Cheryl Davis shared information about the Faculty Workload and Compensation Policy.
- The topic of whether department heads should be in the room during continuance committee deliberations was discussed. In the CEBS, faculty members are given a copy of the committee's letter of recommendation concerning continuance.

Development

Dean Evans announced that Jessica Carver has been selected to be V.P. of the CHF beginning mid-June. A search for another development person will take place. More discussion will follow.

Undergraduate Presentation Metrics

Dr. Janet Applin shared a data collection spreadsheet to be used by faculty for the purpose of documenting undergraduate students who have participated in an out-of-class presentation, exhibition, or publication. Discussion.

Recruitment Brochures, Etc.

There was no report. Tammy will contact Corie Martin to invite her to attend a Council meeting.

Budget

Dean Evans provided a brief update concerning the status of state budget talks. Discussion.

Upcoming CEBS' meeting and events were announced.

- The Strategic Planning Committee will meet on March 18.
- The Boyd Lubker Lecture will be held on March 17.
- Dr. Hood will be meeting with LTC MacMillin on March 22.

As there was no further business, the meeting adjourned.

Respectfully submitted,
Tammy Spinks