

CEBS Administrative Council Meeting Minutes  
May 14, 2015  
8:00 a.m.  
Gary A. Ransdell Hall 2037

**Present:** Sam Evans, Sylvia Dietrich, Janet Applin, Tony Kirchner, Margie DeSander, Pitt Derryberry, Bill Kline, Jackie Pope-Tarrence, LTC Scott Walker

**Commencement Events:**

- May 15 – Doctoral Students Hooding Ceremony, 2:00 p.m.
  - ROTC Commissioning, 3:00 p.m.
  - Graduate Ceremony, 5:00 p.m.
- May 16 – Undergraduate Ceremony, 2:00 p.m.
- May 18 – Elizabethtown and Owensboro Regional Campuses, 6:30 p.m.

**Budget Reallocation:** The Council discussed reoccurring and non-reoccurring funds. Budget reports were reviewed. Dean Evans asked unit heads to identify opportunities within their department's budgets where funds could be reallocated. A follow-up meeting will be held on Wednesday, May 20 at 8:30.

**Tuition Discount/Marketing Graduate Programs:** Kentucky residents holding a Statement of Eligibility (SOE) or a teaching certificate could be eligible to receive a tuition discount when enrolled in specific CEBS programs that lead to a rank change or new certification. Eligible students will pay \$495 per credit hour for the first 3 hours and \$295 per credit hour thereafter, per semester. Staff in WKU's Public Relations office will be assisting with press releases and marketing the tuition discount.

**Graduate Enrollment:** Dean Evans and other WKU administrators are scheduled to meet with President Ransdell to discuss enrollment. More information will follow.

A meeting with WKU's regional campus chancellors to discuss enrollment is scheduled for May 15.

**Honors Board:** Dr. Julia Mittleberg will represent CEBS.

**Promotion and Tenure:** Dean Evans stressed that faculty who seek to achieve a full professor rank will need to sustain an exceptionally high level of performance in order to meet requirements for promotion.

**Research Integrity:** An increased emphasis on research should be expected. Dean Evans anticipates there will be no early promotions to full professors unless noted otherwise in the faculty member's appointment letter.

Dean Evans reminded unit heads to include individual faculty statements pertaining to their leadership role for student success. This information is to be included in annual faculty evaluation materials submitted to Dean Evans for review.

As there was no further business, the meeting adjourned.

Respectfully submitted,

Tammy Spinks