

**Minutes**  
**Administrative Council – College of Education and Behavioral Sciences**  
**Thursday, September 25, 2014 – 9:30 a.m.**  
**Dean's Conference Room, GRH 2037**

**Present:** Sam Evans, Marguerita DeSander, Jackie Pope-Tarrence, Tony Kirchner, Bill Kline, Scott Walker, Sylvia Dietrich, Pitt Derryberry, Tony Norman

**Guest:** Candace Rogers for Fred Carter

**IJLC:** The most recent issue of the International Journal for Leadership and Change (IJLC) is available.

**Continuances:** Discussion related to faculty continuances occurred.

**CAD:** Council members reviewed and discussed the agenda for the September 25 CAD meeting.

**Staffing (Phase II):** Dean Evans asked unit heads to look closely at enrollment numbers, sections offered, and student/ faculty ratios. Discussion. More discussion will follow.

**Annual Evaluations:** Due to Dean Evans by November 1, 2014. Workload reports for 2015-2016 were discussed.

**P&T:** This topic was briefly discussed.

**DELO Advisory Board:** Dr. Sally Kuhlenschmidt and Dr. Kristin Wilson were recommended for the DELO Advisory Board.

**Travel Authorizations, etc.:** Dean Evans reminded the Council that all Travel Authorization forms must be submitted prior to the date of travel. Discussion.

**Tuition:** Lengthy discussion related to graduate student enrollment, tuition rates, and retention occurred.

**GTSs/ GRAs/ GAs/ etc.:** Brief discussion occurred. The topic will be revisited at a later meeting.

**Scholarships:** Tammy Spinks is waiting for a comprehensive list from the College Heights Foundation of scholarships available to the CEBS students. This information will be provided to unit heads when it becomes available.

**Development:** Dr. Evans and Jessica Carver plan to visit with various CEBS supporters in the Atlanta area next week.

**Mentoring:** There was brief discussion on this topic.

**KY Teacher Hall of Fame:** The selection committee selected their choices for the 2015 induction.

As there was no further business, the meeting adjourned.

Respectfully submitted,  
Tammy Spinks  
Secretary

Upcoming Events:

- Focus on WKU and Fall Preview Day (combined event)  
Saturday, September 27  
1:45 p.m.-3:15 p.m.  
Preston Center
- Elizabethtown Open House  
Tuesday, September 30  
6:30 p.m. EST  
Historic State Theater
- Glasgow Open House  
Thursday, October 2  
5:00 p.m.  
WKU Glasgow
- Future Hilltopper Reception - Recruitment Event  
Saturday, October 4  
4:30 p.m. – 5:45 p.m.  
DSU
- Louisville Open House  
Thursday, October 9  
6:30 p.m. EST  
Muhammad Ali Center
- Bowling Green Open House  
Thursday, October 16  
6:00 p.m. CDT  
Augenstein Alumni Center