

**College of Education and Behavioral Sciences**  
**Administrative Council Meeting Minutes**  
**October 13, 2016**  
**9:30 a.m.**

**Present:** Sam Evans, Tony Kirchner, Tom MacMillin, Janet Applin, Jill Sauerheber, Pitt Derryberry, Margie DeSander, Tony Norman, Sylvia Dietrich

Dean Evans congratulated Dr. DeSander and the EALR faculty for being awarded one of seven Wallace Foundation Grants. The multi-million dollar grant will be used to fund a principal preparation initiative partnership with GRREC and area school districts. Other institutions awarded the grant were; Albany State, Virginia State, Florida Atlantic, North Carolina State, San Diego, and the University of Connecticut.

**CAD:** Dean Evans reported on the October 5 meeting.

- Emeritus Status – no significant changes  
Faculty receiving UPD status will automatically receive emeritus status. Dr. Dietrich inquired about the status of Dr. Vicki Stayton's emeritus status. Tammy will check with LaDonna to see if Dr. Stayton will automatically be awarded the status.

Administrative Council members discussed the selection criteria for faculty receiving University Distinguished Professor status.

- Key Policy – This policy remains under review.
- GPA Policy for graduate students was discussed. If approved, the policy could affect students in the MAT program. No changes will take place within the college at this time.

**Strategic Planning:** Unit heads provided feedback following discussion with their faculty. Dean Evans requested that their feedback be emailed to him and Dr. Applin.

Action Plan for 2016-17 will be due soon.

**Carryforward:** The final total has not been determined. Discussion.

**Promotion & Tenure:** Documents are due to Dean Evans no later than November 1. Check WKU Libraries website for a list of reputable journals.

**Annual Evaluations:** Due to Dean Evans by November 1. The more evidence provided the better.

**Educational Programs not Leading to Certification:** Dean Evans requested names of faculty to serve on a committee to explore opportunities to increase enrollment.

**NPR Spots:** This topic will be discussed at next week's Administrative Council meeting. CEBS CC By-Laws – Voting privileges for ex-officio members were discussed. Council

members agreed that the by-laws need to be changed to include the ex-officio members as part of the voting body. Dr. Applin will draft a statement to share with unit heads and then send to the CC Committee for vote.

**Homecoming:** CEBS' Open House is scheduled for Saturday, October 22 from 2:00-5:00 p.m.

**Regional STLP @ WKU:** CEBS will seek to have an information table at the event. Kristy will assist with publicizing the event.

**RCAP Committee:** CEBS needs to fill one position vacated by Jennifer Cribbs.

**Other:**

- Dean Evans reported on his most recent meetings in Frankfort.
- Dual credit opportunities are positive for CEBS.
- CAEP presentation, 11:00-12:30 today (10/13) in MMTH
- CEBS will pay for registration fees for CAEP meetings on Nov. 4.  
Unit heads are to send Tammy the names of faculty wishing to attend the CAEP meeting.

As there was no further business, the meeting adjourned.

Respectfully submitted,  
Tammy Spinks