

## CEBS Leadership Council Meeting

August 8, 2019, 9:30 a.m.

### Minutes

**Present:** Jill Sauerheber, Tony Norman, Tony Kirchner, Dennis George, Pitt Derryberry, Stephanie Martin, Corinne Murphy, Blair Thompson

**Guests:** Amy Combs, Andi Paganelli

- I. **Approval of June 27, 2019 Minutes** – Minutes from the June 27 meeting will be reviewed/approved at the next Council meeting.
  
- II. **Student Leadership and Success Committee Update** – Dr. Andi Paganelli provided an overview of the CEBS Student Success Academy (SSA). Handouts outlining the SSA badges that can be earned as well as a feedback form were distributed.

Every CEBS department has a representative on the Student Leadership & Success (SL&S) committee. Additional faculty/staff are welcome to join the committee. Student retention numbers were briefly discussed. Department representatives were encouraged to share information with their colleagues about the works of the SL&S committee. A list of committee members and stakeholders was shared.

The SL&S committee is currently focused on development of the Student Success Academy (SSA) and the Student Success Center (SSC) which will be located in the Beulah Winchel Education Library. A website for the Academy is in the final phase of development ([www.wku.edu/ssa](http://www.wku.edu/ssa)). Dr. Paganelli encouraged feedback from all stakeholders. The SSA is housed on a Blackboard organizational site. Destiny Woodhouse, a graduate assistant for the Dean's office will assist/connect/engage with students. Student Leadership & Success committee members are available to come to classes to discuss the Academy. More information about the Student Success Academy and the Center will be discussed during the first College Happenings session in September.

The Council raised concern that some students might lack motivation to complete tasks necessary to earn badges. A suggestion was made to create a required professionalism class. LTCY 199 course offerings and credentialing was discussed. The CEBS Student Success Center plans to offer additional support to students by providing a help desk which will be located within the Center and staffed by their peers. Dr. Paganelli clarified that the Student Success Center is to serve as a link between our college and WKU's main advising office in Downing Student Union.

### **III. Operations – Budget, Personnel, Program Review**

- A. CAD report – Dean Murphy reported on the August 7 meeting.
  - a. Banner (Ellucian) Faculty Load and Compensation (FLAC) – Dean Murphy will send video/module to Council members. The Council was asked to watch the video and provide feedback to the Dean.
  - b. Quarterly Information Technology Update – Greg Hackbarth provided staffing information related to positions in his division. A work flow pilot area for paper documents is ready for a test environment.
  - c. UK Libraries Medallion for Intellectual Achievement – This topic was briefly discussed.
  - d. DDD Work Day Follow-up
  - e. Student Grade Complaint Procedure – Dr. Trawick reviewed procedures.

**IV. Strategic Planning Day** – Leadership Council is scheduled for another workday in two weeks. Dean Murphy asked the Council to read the University's current strategic plan and think about how their department can/does work within the context of the plan. Amy Combs and Dean Murphy have worked on development plans for the college. Inclusivity and diversity need to be a focus for the college. Work by the Council on the college's strategic plan will serve as a draft and will be posted for comment by faculty/staff.

**V. Budget** – Angie Martin is on board as CEBS' Budget Analyst and is currently working through a clean-up cycle. Angie will be meeting with department heads on a

monthly basis. Per Dean Murphy, CEBS appears to be in a good position with a 1.5 percent variance to the positive following final clean-up. Discussion.

The Organizational Leadership program moved to the Department of Educational Administration, Leadership, and Research.

Dean Murphy would like to see a more consistent faculty travel spending allowance across the college.

#### **VI. Recruitment / Retention**

- Development of courses for the Zoom initiative was discussed.
- CEBS will explore offering pop-up happy hour events for alumni. The recent happy hour event in Nashville was not well attended.
- CEBS held a drawing for a free course offering during the recent Warren County Schools new teacher orientation.

#### **VII. Alumni News**

- Eight new principals were recently hired in Warren County Schools. Seven of the recent hires are WKU graduates.
- Several CEBS alumni attended the recent TeachMeet Unconference hosted by the Bowling Green School District and CEBS in Gary A. Ransdell Hall (GRH).

#### **VIII. Area News/ Accomplishments/ Celebrations**

A. Faculty/Staff – no report

B. Department

- Dr. Norman reported that two students who were previously in jeopardy are now August graduates of the Education Leadership Doctoral Program.
- Dr. Thompson announced that three School of Teacher Education students were recently recognized as graduate scholars.

**Development** – Amy Combs is now full-time with CEBS.

**Military Student Support Services** – The program recently joined CEBS. Their focus is on

providing services for current active duty, reserves, and veterans. Kent Johnson, who works for the program, is located on the second floor of GRH in the School of Professional Studies area. The Military Student Support Services program is not affiliated with Military Science and Leadership.

**Counseling and Student Affairs (CNS)** – CNS faculty and staff are in process of moving to the third floor of GRH in the space previously occupied by Psychological Sciences.

**Office of Professional Educator Services and School of Teacher Education** – These department moves are on hold as flooring is currently being installed.

**IX. Teacher Certification/OPES Report** – no report

**X. Book Discussion** – No discussion

As there was no further business, the meeting adjourned.

Respectfully submitted,

Tammy Spinks

**Important Dates:**

Please add the following Outlook calendars:

Academic Affairs Important Dates Calendar

Search: Provost

Questions: Contact [provost@wku.edu](mailto:provost@wku.edu)

CEBS Comprehensive Activity Calendar

Search: College of Education and Behavioral Sciences

Questions: Contact [tammy.spinks@wku.edu](mailto:tammy.spinks@wku.edu)