

CEBS Leadership Council Meeting
December 5, 2019, 9:30 a.m.

Minutes

Present: Stephanie Martin, Margie DeSander, Jill Sauerheber, Pitt Derryberry, Corinne Murphy, Morgan Greene, Steve Winger, Blair Thompson, Tony Kirchner, Tony Norman, Dennis George

CEBS Student Appreciation Day was held on December 4, 2019. Approximately 225 students attended.

CEBS recently hired Lauren Weitlauf as the new Communications Coordinator for the college. Lauren will be working with Dean's team on intentional promotion of events, etc.

I. Approval of November 7, 2019 and December 5, 2019 Minutes

II. Operations – Budget, Personnel, Program Review

- A. Budget –Dean Murphy is available to discuss targets and timelines with department heads by request.
- B. Enrollment Management – The Council discussed enrollment barriers for students. Dean Murphy shared that admissions applications received for CEBS are up 22 percent. Another note card writing campaign will be initiated after winter break. Letters from the Dean will be sent out soon to invite admitted students to campus. A letter to parents will be sent as well.
- C. Stephanie Martin and Dennis George plan to invite area college and career counselors to campus for lunch soon.
- D. Faculty Evaluations – Scale assessment will be used moving forward.
Discussion.
- E. College level goals reporting – Dean Murphy indicated that the number of goals will remain at 3.
- F. Commencement Expectations (participation faculty/staff/leadership) – Dean Murphy encouraged faculty to attend because students enjoy seeing their professors.
- G. Regalia – The Dean's office will look into the cost benefit of renting opposed to purchasing gowns and hoods. There was brief discussed to possibly include a basic regalia allowance in new faculty start-up packages. Dean Murphy asked department heads to poll their faculty to see if they have their own regalia or if they need one.
- H. CEBS Faculty Excellence Awards Committee Representatives - Tammy will send department heads the names of last year's representatives.
- I. Two CEBS faculty have been nominated for distinguished professorships.

- J. ASL/SACS – Dr. Dennis George provided a brief report.
 - K. A university workload policy is in the process of being developed by the Council of Academic Deans. An eSignature form/workload form format was discussed. Dean Murphy asked for feedback from department heads on the eSignature and workload policy.
- III. Recruitment / Retention – no report
- IV. Alumni News – no report
- V. Area News/ Accomplishments/ Celebrations – no report
- VI. Development – no report

Important Dates:

Please see shared Outlook calendars:

Academic Affairs Important Dates Calendar

Search: Provost

Questions: Contact provost@wku.edu

CEBS Comprehensive Activity Calendar

Search: College of Education and Behavioral Sciences

Questions: Contact tammy.spinks@wku.edu