

Minutes  
Administrative Council - College of Education and Behavioral Sciences  
Thursday, January 10, 2002 – 8:00 a.m.  
Dean's Conference Room, Tate Page Hall

Members present: Adams, Evans, Cooke, Ecton, Filip, Fong, Haggbloom, Houston, Metze, Moore, Nims, Phelps, Poe, Stayton, Wilder (for Nims).

Dr. Adams reported on the budget situation, indicating that at this point it is expected that there will be \$1.1 million cut from the base budget. Part of the unbudgeted student tuition funds will be used to fund the cuts; but as of July 1, that amount will again have to come out of the base budget. It is also possible that Action Agenda funds will be affected.

Dr. Metze presented at the January 8 Deans meeting regarding the Scantron technology request. He indicated that a conference and training on this new technology equipment is planned.

Dr. Adams emphasized to the group that the 4% budgeted for faculty salaries is secure, and she will be contacting each department head to discuss staffing.

Dr. Adams announced that the decision has been made to pay emeritus faculty at the rate of \$3250 per course.

Discussion was held on the required contact hours for courses. Department heads were advised to ensure that the correct number of minutes be maintained for classes scheduled at times other than the normal schedule.

Dr. Phil Myers has expressed his willingness to meet with prospective faculty when they are on campus to discuss with them potential funding opportunities and the role of the Office of Sponsored Programs.

Dr. Crews reported on the blue slip process for prospective faculty. When several search committee members are listed on one blue slip, explanation needs to be given that not everyone will attend every meal, but it is easier to include names up front than to add names later. Also, if activities are planned during the candidate's visit to campus that might raise questions, explanations should be given for those. Dr. Adams stressed the need to attract quality faculty, pointing out that there may be times when special activities would be helpful, if they apply to the area for which the individual is interviewing.

Information was distributed concerning CPE program productivity reviews. Dr. Adams indicated that responses will need to be categorized in three areas: degree productivity standards, efficiency indices, and state shortages. Considerable discussion followed, and concern was expressed that UL and UK are held to different threshold numbers. It was agreed that the Prichard Committee may be able to become allies on this issue.

Dr. Adams reported that the public deans met with Susan Leib and with Gene Wilhoit to discuss various areas of concern. Dr. Applegate, with the CPE, has also requested to meet with the group.

A draft was distributed and discussed relative to the Assistant Dean position. Drs. Adams and Cooke will work further on the draft and forward an updated version to the Administrative Council.

Faculty are encouraged to submit material to *The Western Scholar*.

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Dr. Adams discussed WKUSES and asked department heads to provide her with a copy of what they submit to Institutional Research.

Dr. Evans reported briefly on information related to Teacher Academies.

The announcement was made that Drs. Metze and Phelps received \$500,000 appropriations through Senator McConnell's office. Dr. Phelps added that she spoke briefly to the Senator, and he has expressed his interest in working further with Western in the future.

Dr. Evans made remarks regarding NCATE, particularly relative to folios.

Dr. Poe has been asked to serve as Co-Chair of the Steering Committee for the University SACS effort. Dr. Adams added that Aaron Hughey is the College's representative on the Steering Committee.

Dr. Ecton commented briefly on the bleak budget situation, particularly as it relates to hiring in the schools. Superintendents have indicated that it will be difficult to look at early commitments for teaching positions because of the budget situation.

Dr. Houston is taking submissions for the College newsletter as well as any newsworthy material that would be appropriate for press releases.

As there was no further business, the meeting was adjourned.

Cathie Bryant, Secretary