

Minutes
Administrative Council - College of Education and Behavioral Sciences
Thursday, January 11, 2007 – 9:30 a.m.
Dean's Conference Room, Tate Page Hall

Present: Evans, Norman, Poe, Daniel, Fiene, Grieve (for Haggbloom), Hughey, Mikovch, Powell, Powers.

Carryover funds will be received some time in the future and will come to the Dean's Office budget and then be transferred to departments. If permitted, some funds will be held for the new building. Additional money is listed, which Dr. Evans hopes to use for a document management system. He pointed out that some departments have F&A and faculty PD accounts as well. Regarding carryover funds, department heads were reminded to document how the money is spent. They were also encouraged to review the Provost's letters to the President.

Edvantia has forwarded CDs from their webcasts, and they are available for anyone interested. Others are expected in the future.

Council members were reminded to update the Approved Drivers list.

Dr. Evans reported on a group called DonorsChoose. This group receives proposals from teachers, sends them to individuals to review, and then tries to find donors to fund the projects. They are seeking college students to serve as reviewers. There may be potential for this activity, particularly for civic engagement for student organizations. Dr. Evans will respond that Western is potentially interested. If we pursue this opportunity, training will be needed.

Dr. Poe reported on a meeting with Housing and Residence Life concerning a proposed living/learning community pilot project in education for Fall 2007. Drs. Jukes and Ferguson have been involved with this initiative; but several issues will have to be addressed including coursework and faculty participation, expectations, and loading. Dr. Poe further explained that the project would be limited to 50 first-semester freshmen to be housed in McCormack Hall. It was agreed that an administrator would be necessary; however, Dr. Poe will oversee the initial startup of the project and encouraged suggestions/ideas and concerns. Dr. Hughey spoke about a program in Illinois and the critical part RAs play in the success of the program. Possible funding sources and areas with which to connect were discussed.

Council members expressed their opposition to the proposed change in the language for graduate faculty status.

Discussion was held on OAR, now being referred to as ATP. Drs. Pam Jukes and Libby Jones were nominated to represent the College on the committee to select a book that all incoming students will be required to read. The suggestion was made to be sure the book chosen was not required reading at the high schools. Dr. Evans commented further about the need to make OAR a more positive experience, which will increase retention of these students. It has already been noted that every student would have the opportunity to meet with a faculty member, which will be a challenge in some areas. Considerable discussion followed relative to having faculty office hours conducive to their availability during the day for drop-in students. This issue raised several concerns, including the impact of centralized scheduling and the expectations placed on faculty to provide unreasonable service to students. With the emphasis on increasing enrollment, serious discussion is needed.

Additional discussion on OAR centered around providing assistance to students with registration. Classes close between the time the student meets with the advisor and they get on line to register. Dr. Evans pointed out that it is critical for students and parents to be able to meet with a faculty member; parents especially value that.

Department heads were reminded to address the website URL issue.

Council members agreed that the February 6 Curriculum Committee should be held as planned, with an additional called meeting to specifically consider the doctoral program proposals scheduled for January 31. Dr. Poe pointed out that electronic submission of proposals will begin this month, and meeting minutes and agendas will be posted through the College website under "Current Events." Instructions will be forwarded to department heads in the very near future. At this point, one hard copy will be required, to include a signed copy of the Library Resource and Course Inventory forms. Any questions should be directed to Ms. Krisher. Departmental Curriculum Committee members should be made aware of the additional meeting on January 31 as well as the changes in the proposal submission process. Dr. Evans added that the doctoral program proposals will require approval from the Standards Board.

A University-wide meeting has been scheduled for Friday, January 12, at 1:00 in the Auditorium to provide information on the doctorate.

Brief comments were made concerning the discrepancy between Provost and College targets.

Dr. Fiene commended faculty on stepping up to the plate to meet the expectations placed on them relative to deadlines for proposals for the doctorate. She and Dr. Evans expressed their appreciation.

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

Cathie Bryant, Secretary