

MINUTES
ADMINISTRATIVE COUNCIL – COLLEGE OF EDUCATION AND BEHAVIORAL SCIENCES
Thursday, January 14, 1999 – 8:00 AM
Dean's Conference Room, Tate Page Hall

Members Present: Evans, Mikovch, Fong, Little, Metze, O'Connor, Oglesby, Payne, Schnacke, Stayton, Storey.

Brief discussion was held on improving attendance at graduation. Evans asked department heads to be thinking about this issue, so that something can be put in place before May.

Metze reported on progress with Web pages. An individual has been identified who will do the physical modifications. The College page will be done first, and then his assistance will be made available to each department. Evans added that he would like to see completion no later than March. Also, a link with GRREC is needed.

Agreement was reached to suggest that a list of resource people be developed rather than have a committee for proposal development.

After a brief discussion, Evans indicated that he would make the decision on which library serials will be cut.

Tutorial support was discussed. Any suggestions should be submitted to Evans.

The President is exploring ways to facilitate the completion of repairs to the physical plant. One possibility is going off campus for repairs. Evans reported briefly on parking, adding that there may be fewer reserved slots if the current policy remains. Reserved spaces will be in gated lots, one of which will be in the special events area by DUC. Aaron Hughey is the College representative on the parking committee, and concerns would be addressed to him. (Aaron's understanding is that spaces will increase).

Evans indicated that he would share information as he receives it on unit productivity awards.

The following individuals are representing the College on recently formed committees: O'Connor – early Retirement; Schnacke – Part-time Faculty; and Mikovch – Consulting.

Evans announced that an effort will be made to increase assistantships to \$5,000. COLA will be 2.3%; however, we will probably not be using that phrase, as 2.3% would account for most available dollars. The Provost has said that anyone performing less than fully satisfactory will receive no increase.

The date of March 13-17 will be the period for budgets.

Information regarding human resources data was distributed, and department heads were asked to review and provide input as to inaccuracies or inconsistencies. O'Connor indicated that his last page is missing.

Mikovch indicated that Deborah Wilkins has asked for information on grants to respond to an EEO request. Grant directors will be submitting their reports to their respective department heads, who in turn will submit them to the Dean's Office.

Fong asked about the process of awarding points for classes, advising, etc. Department heads agreed to leave decisions at the departmental level. But were willing to share their process.

Schnacke reported that there will no longer be stipends for TV classes or extended campus classes (from the Committee on Innovative Instruction).

Stayton commented on issues discussed at the retreat.

Evans indicated that loading may become a part of the evaluation process.

Storey distributed brochures on the law conference. Schnacke commented further on the conference. Evans added to let him know of faculty who want to participate, but departmental funds are unavailable.

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Storey reported on a meeting she attended regarding the CD-ROM containing the new Program of Studies Implementation Manual. Evans will work with Metze in getting this information on the WKU Net.

Oglesby commented about a letter from UK relative to Ed.D. programs. Evans will follow up on this issue for the next meeting.

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

Cathie Bryant, Secretary