

Minutes  
Administrative Council - College of Education and Behavioral Sciences  
Tuesday, January 22, 2008 – 8:00 a.m.  
Dean's Conference Room, Tate Page Hall

Present: Evans, Poe, Norman, Daniel, Fiene, Haggbloom, Hughey, Metze (via web link), Powers. Sharon Hartz was also in attendance.

The meeting began with discussion on the budget cuts.

Dr. Evans shared information on the WKUSES. Department heads were asked to review the document for possible changes. Brief comments were made relative to using terminology that students recognize.

The NSSE report was discussed. Department heads need to review it.

Dr. Lisa Murley's name will be submitted to attend the Teacher Scholar Institute. Dr. Haggbloom will check on a person for the Academic Program Review (3-year term).

Draft information was distributed concerning summer stipends. Dr. Poe needs to provide feedback and asked for input from department heads. This topic will be on the agenda for the January 31<sup>st</sup> meeting. Dr. Evans reminded everyone to be mindful of how our decisions will impact fall enrollment.

Material on the Hanover Research Council was distributed and discussed.

Dr. Evans indicated he will be attending a meeting on Wednesday regarding Vision 2020.

At a future meeting, we will be looking at information related to "numbers."

Brief discussion was held on some certification issues.

Dr. Evans shared information on Magna on-line seminars. He reviewed the 12 rules of department chairs collegiality and stressed the importance of a service-oriented attitude. E-mail civility was also mentioned.

Hudy Melky has expressed her willingness to help when problems are experienced with searches. Department heads should let Dr. Evans know if they encounter any problems.

Dr. Evans commented briefly about working as a team.

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

Cathie Bryant, Secretary