

Minutes
Administrative Council - College of Education and Behavioral Sciences
Thursday, February 7, 2001 – 9:30 a.m.
Dean's Conference Room, Tate Page Hall

Members present: Adams, Evans, Cooke, Fiene, Filip, Fong, Green (for Crews), Houston, Metze, Mikovch, Nims, O'Connor, Poe, R. Roberts, Stayton, Stone.

Department heads were asked to respond to a request for information on how many ADA special adjustment requests have been received and whether they were able to respond quickly and without problems. The University wants to determine if there are inhibitors for those students. If problems are being experienced, please notify Dr. Adams. Dr. O'Connor indicated that he feels the numbers of requests have increased.

Western is still working on naming benchmarks. Student credit hour production and salaries are being considered in this decision.

The President has indicated that salary increases may be across the board. The Council of Academic Deans has requested otherwise, asking that colleges be given discretion as to the use of the pool of increase monies received. There was agreement with the Deans Council request, and Dr. Adams will notify department heads as to the final decision.

Dr. Adams reported that the CPE has asked for information on the number of students pursuing higher education and whether Kentucky colleges and universities are improving their academic performance. Also, at this point, the University has decided that summer school salaries for faculty will remain the same, as the amount of the surplus is unknown. Department heads responded that they would like to see those funds go toward bonuses for faculty and additional travel funds for professional development and research. Department heads were asked to poll their faculty as to their preference on use of the funds and then e-mail those responses to Cathie.

General education changes were discussed. Dr. Poe spoke further on this issue. She indicated that department heads should be thinking about what courses they want to eliminate in each category. Dr. Adams added that the sentiment is to move from 128 to 120 hours.

Dr. Adams announced that changes will be made in the SITE evaluation forms, in that departments will no longer have the option to design their own questions.

Department heads were reminded that it is now possible to offer multi-year or rolling-year contracts that are non-tenure track. They were encouraged to be prepared next week to discuss ideas as to what could be done differently to attract new faculty.

The University continues to review the handling of extended-campus evening meal reimbursement. Department heads should check with their faculty who teach extended-campus classes to get their input.

Dr. Adams reported that the programs in educational administration are being well represented at GRREC meetings and positive responses have been received from Marilyn Troupe regarding their new alternative route for certification proposal. Dr. Fiene distributed a draft chart regarding this academy concept, which is a five-week summer program. Dr. Evans noted that proposals for alternative routes to certification are to be submitted to Marilyn Troupe by April 1. In addition, a brochure relative to this issue was distributed. He added that the department head in the area in which the student is seeking alternative certification is the only individual who should work with these students; faculty are not to go out on their own.

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A report was made on the Head Start Institute, of which Western is the sole provider. Several people have signed up for both undergraduate and graduate credit through a conference, generating almost \$47,000. There are literally thousands of individuals in Head Start who will need these credits as well as the A.A. degree

now available on-line. A brochure has been developed, and the Philadelphia Housing Authority has expressed interest. Dr. Adams suggested that some of the funds received from this endeavor be used as perks for those who have designed the program. Dr. Evans added that he has been asked to look at incentives and disincentives for faculty being involved in this type of activity and for others to think "outside the box."

A brief report was made on current plans for the regional hearing for the National Commission on the High School Senior Year.

Dr. Poe distributed copies of the current Course Inventory Form and said that the UCC by-laws committee is discussing the process of moving material through the committee structure. The committee is recommending to the Senate that the charter be amended to include the possibility of meeting year round.

Cathie asked department heads to check by Friday with faculty on student groups that can be recognized by Friday.

Dr. Adams is working on her evaluation with Dr. Burch and will be focusing on College accomplishments. Council members were commended on their involvement in moving the College forward with the significant changes that have been made, grants received, faculty productivity, and positive faculty searches. She asked that department heads convey to their faculty and staff her appreciation. Very positive responses are being received from our constituencies.

Dr. Evans distributed information on equipment funds and those funds strictly for instruction. There is now another opportunity for \$185,000 for teaching/research equipment matching funds. This money comes from what was collected from student tuition. Each unit can submit up to five items (for instruction or research), and requests are needed by the end of the day next Wednesday. The Dean's Office will then prioritize the list and send 15 items forward. It would be helpful to connect requests with instruction.

Dr. Evans indicated that department heads should not count on lapse salary funds this year. However, salary savings funds may be available.

The amount of \$12,500 has been received for instructional equipment. If the departments as a group want to focus on something, Dr. Evans can do that. Otherwise, it will be divided up.

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

Cathie Bryant, Secretary