

Minutes
Administrative Council - College of Education and Behavioral Sciences
Thursday, April 3, 2003 – 9:30 a.m.
Dean's Conference Room, Tate Page Hall

Members present: Poe, Becker, Ecton, Filip, Haggbloom, Hughey (for Nims), Moore, Powers.

Dr. Poe called attention to the listing of ending dates for school districts. Dr. Evans will be sending out a memo next week outlining suggestions for accommodating those students whose school districts will still be in session during the beginning of Western's summer term.

Brief discussion was held on the document concerning the current status of WKU programs in the CPE Productivity Review. Dr. Poe indicated that she is working with the department heads who have MAE programs that are being discontinued.

The next department heads workday is scheduled for April 23. No agenda has been determined at this point.

Department heads are asked to hold Tuesday, April 8, at 9:30 for a possible meeting to discuss salaries. An Administrative Council meeting is still planned for Thursday, April 10.

Council members were reminded of the WKUSES administration.

Dr. Caillouet has asked that department heads invite him to attend their departmental meetings. He would like to provide an overview of international programs and services as well as obtain information from departments on faculty members who have international experiences and foreign language skills.

Department heads were asked to remind faculty to provide input on the dean's search to their departmental search committee representatives, as the committee will meet tonight.

Dr. Hughey reported that the search is progressing for the Dean of the new Division of Extended Learning and Outreach. It is hoped that a new dean will be in place by July 1, 2003.

Considerable discussion was held on the current draft of Graduate Studies Procedures and Policies document. Several concerns were raised regarding the Form D, the 21 hour requirement for filing, and the impact on programs within the College. Dr. Poe will be composing a memo early next week on this issue. She asked that departments provide her with further comments and/or concerns.

Discussion was held on curriculum changes relative to EDFN 500. It was noted that faculty will need to incorporate into their courses a research writing assignment, since that will no longer be covered in EDFN 500. It was agreed to put this topic on a future agenda.

Dr. Poe noted that any departments that have an MAE program with a research tool requirement will need to submit program change proposals to correct that.

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

Cathie Bryant, Secretary