

Minutes  
Administrative Council – College of Education and Behavioral Sciences  
Thursday, April 19, 2007 – 9:30 a.m.  
Dean's Conference Room, Tate Page Hall

Present: Poe, Daniel, Fiene, Haggbloom, Hartz, Hughey, Mikovch, Powers

Sharon Hartz distributed lapse salary information. It was requested that the department heads get their budget information back to Sharon by noon, Friday, April 20<sup>th</sup>. She also asked the department heads to start doing end-of-year projections (through June) especially looking at how many graduate assistants they need, student worker budget, etc., and where there might be shortfalls. This information is due to Sharon by Tuesday, April 24.

Dr. Poe reminded everyone that the CEBS Student Awards Ceremony was this coming Sunday, April 22, at 3:00 at the Knicely Center.

Dr. Evans will be leaving Monday, April 23, to go to Malaysia and will be back in the office on Tuesday, May 1.

Dr. Poe informed everyone of the Benchmarking Academic Quality notebook available in the Dean's Office.

Undergraduate catalog revisions are due to Dr. Poe by early next week.

It is not certain as to when the Graduate catalog revisions information will be out, but it should be soon.

Discussion was held on the Academic Transitions Program Schedule Proposal for this June. It has been suggested that one way of making ATP (formerly OAR) more successful would be to shift more of the orientation activities to the individual Colleges. It was agreed that time restraints on faculty could make it hard for them to add advising responsibilities. Dr. Poe asked the members what their thoughts were on their faculty helping new students with their registration at the department level. Alice Mikovch reported that advisors in Teacher Services were in favor of helping to register those students in elementary and middle grades. Steve Haggbloom stated his opposition for the Psychology Department. Sherry Powers will need to speak with her faculty members in Exceptional Education and IECE before making a commitment. Tabitha Daniel said that Michael McDonald would be helping with registration for the Business Education students. There was discussion that students could come to a central location in the College, one of the Deans would do a welcome, and then advisors would take their group of students and help with registrations. This will be discussed again at a later date.

The last item on the agenda was to discuss the Draft of WKU's Research Enterprise: Vision 2020 Institutional Goals and Action Plan. The group was asked to make additions, modifications or deletions. Goals # 1 and # 2 were discussed and several suggestions and revisions were made. The next four goals will be discussed at the next regularly-scheduled meeting. Next Thursday, April 26<sup>th</sup>, will be the Deans/Department Heads Workday at the Knicely Center.

The meeting adjourned at 10:50.

Susan Krisher, Secretary

