

Minutes  
Administrative Council - College of Education and Behavioral Sciences  
Thursday, April 20, 2006 – 9:30 a.m.  
Dean's Conference Room, Tate Page Hall

Members present: Poe, Keaster, Baker, Daniel, Fiene, Haggbloom, Hughey, Mikovch, Powers.

The Minutes from the April 11 Council of Deans meeting were distributed for information.

Department heads were asked to review the draft policy on endowed chairs and professorships. Comments should be submitted to Dr. Evans as soon as possible. Dr. Poe reported several suggestions that had been made by the deans, including a suggestion to consider a Junior Endowed Chair. Further discussion followed.

Department heads were also asked to review the document on internationalizing Western and provide comments to Dr. Evans. Ms. Mikovch spoke further on the issue.

General comments were made regarding the possible capability of pod-casting presentations when speakers are brought to campus.

Discussion was held on the calendar of events for the opening of the fall semester. Dr. Poe emphasized that faculty are expected to be present and to participate in the scheduled activities. Feedback was requested relative to ideas for the college PD day. Suggestions were made on ideas for sessions, such as the electronic portfolio/accountability system, leadership, uses of the active board, and CPR training. Any other suggestions of topics or individuals who might be willing to be presenters should be forwarded to Dr. Poe. Dr. Evans has expressed his intent to hold an administrative retreat sometime during the summer and would like Council members to provide Ms. Bryant with their vacation plans ASAP. Further discussion was held on the opening events.

Council members were reminded of the CEBS professional development seminar on Tuesday, April 25, regarding legal and ethical issues for instructors. Faculty are encouraged to attend.

Department heads were asked to caucus among themselves in the very near future to choose someone to represent them on the search committee for the Associate Dean for Accountability and Research position.

Dr. Daniel spoke briefly about the Adair County cohort and the meeting held in Muhlenberg County to discuss a similar program. Department heads who have provided courses for students in the Adair County program will be asked to make similar arrangements for students in Muhlenberg County. Dr. Daniel hopes to know within a few weeks whether the proposed program will begin in Fall 06 or Spring 07.

The announcement was made at the Council of Deans meeting that the expectation for commencement is that all faculty are expected to attend one of the two ceremonies in May regardless of whether they attended in December. Dr. Poe commented further that Dr. Evans feels this should be viewed as a professional obligation to honor the success of our students and their commitment to Western. A balance of faculty attendance is needed at both ceremonies, and department heads are charged with discussing the issue with their faculty. By the end of next week (April 28), Dr. Evans needs a list from each department of which faculty will be attending which ceremony.

Ms. Bryant was asked to forward cap and gown information to department heads. Faculty will be on the field with the graduates and able to leave when their respective college graduates have gone through the line.

LTC Baker reminded department heads of the CEBS Student Awards Ceremony scheduled for Sunday, April 23, at 2:30 PM.

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

Cathie Bryant, Secretary