

Minutes
Administrative Council – College of Education and Behavioral Sciences
Thursday, May 19, 2011 – 9:30 a.m.
Dean's Conference Room, GRH

Present: Evans, Norman, Poe, Gott (for Carter), Haggbloom, Huggins (for Caldwell), Kline, Pope, Powers, Schlinker. Dale Brown, Sharon Hunter, Andy Mienaltowski, and Pam Petty were guests.

7 Habits Initiative – The Bowling Green/Warren County school districts are involved in the 7 Habits Initiative, and WKU will be a player in that. Muriel Summers will be at South Warren on June 6. Anyone interested in attending needs to submit their name by May 23.

Carry Forward Funds – We will be able to carry forward 13% of the budget.

Benchmarks – Submit the names of institutions to Dr. Evans by next Thursday. Ten are needed.

First-Year Faculty Continuations – Needed by the 31st.

GRH Elevator – Issues with the elevator are being addressed. If anyone continues to hear anything, or notices anything else in the building, let the Dean's Office know.

Staffing – Please submit before the middle of June.

Grades – Brief comments were made relative to late grades.

University Travel Request Form – Dr. Evans is the only individual in the College who needs to use this form. Everyone else can continue to use the College travel request form.

Administrative Changes in CEBS – Administrative changes will be announced next week relative to the Director of the Doctoral Program and the Assistant to the Dean position.

Retention – Sharon Hunter and Dale Brown discussed the issue of retention and went over handouts containing data for the college. It was noted that personal contact is extremely crucial. The suggestion was made that counseling for budgeting and help with reading skills are also important and could possibly be offered during MASTER Plan. It may be helpful to have a mandatory core curriculum during MASTER Plan. Also important is that students relate much better with other students. Advising for math classes was mentioned. Offering remedial classes on the main campus was thought to be critical as well.

Dr. Evans indicated that additional faculty are needed to serve on the college Retention Committee. The entire issue of retention will be discussed again next week. Petty, Mienaltowski and Wininger will be invited back, and it would be helpful for additional departmental reps to attend as well.

Boyd-Lubker Committee – Lisa Duffin will represent the college on this committee.

Internationalizing the Curriculum – Discussion was held on Skyping with Tony Wagner, possibly on the day of our College opening meeting, August 24. Dr. Evans stressed that all programs need an international component.

Wedge Committee – Brief comments were made on bringing in Schmoker for this lecture series. It is hoped that this event will be confirmed by next week.

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CAD Materials – Dr. Evans went over materials in the packet. He added that the student learning outcomes recommendation will go forward.

UCC Proposal for Upper Division Hour Requirement – If faculty feel it needs to be 42 hours, they should argue that point at the UCC meeting.

Part-Time Faculty Tuition Waiver – Make sure part-time faculty are aware of this.

Building Concern – Be aware that kitchen faucets could continue to drip if they are not firmly turned off.

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

Cathie Bryant, Secretary