

Minutes
Administrative Council – College of Education and Behavioral Sciences
Thursday, June 19, 2008 – 9:30 a.m.
Dean's Conference Room, TPH

Present: Evans, Poe, Norman, Brantley (for Powell), Fiene, Haggbloom, Hughey, Metze, Mikovch, Powers

DELO Funds – Dr. Evans is looking into the possibility of moving the extra DELO funds into the construction fund. Department heads should notify Ms. Hartz today. He added that GRREC has already run into problems with unanticipated increases in building costs.

New Deans of Education– U of L and UK both have new interim deans of education.

Quality of Graduates – Dr. Evans passed along positive comments made at the recent GRREC conference relative to the quality of WKU's teacher education graduates.

Course Scheduling – Discussion was held on scheduling of courses. We will be asked to identify the percentage of courses scheduled outside the prime time (2-6pm). Information on this is expected from Jessica Steenbergen. We will also have to set targets by August 15. He will share the information when it has been received. In addition, the Provost has asked for information on class size relative to learning. Any department heads who have faculty doing research on that issue should forward the names/information to Dr. Evans, and he will compile a report to forward to the Provost.

IT Deans Luncheon Meeting – Dr. Norman will represent the College at tomorrow's deans luncheon with Dr. Kirchmeyer. If anyone has issues to discuss, please let Dr. Norman know.

Campus Scheduling – Additional discussion was held on campus scheduling. When the revised recommendations have been received, Dr. Evans will forward the document to Council members. Concern was expressed regarding the necessity of an appeal process. Also mentioned was the large number of online classes that do not utilize classroom space.

Graduate Enrollment – Brief discussion was held.

Assessment Plans – Dr. Norman distributed and discussed information related to Assessment Plans. With the approaching NCATE visit, it is important that folios are rewritten by February 2009, and programs need to develop an assessment plan and write an annual program report by September 15. Individuals are encouraged to meet with Dr. Norman to get started on this process. Information was also distributed concerning links for reports and NCATE/folio information. If any department has curriculum issues, proposals need to be done "now or never."

Power Outage – The power in TPH will be out on July 1 at least through noon. Alternate class locations are being identified by Jessica Steenbergen. Phones will need to be forwarded during the outage.

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

Cathie Bryant, Secretary