

MINUTES
ADMINISTRATIVE – COLLEGE OF EDUCATION AND BEHAVIORAL SCIENCES
Thursday, August 5, 1999 – 8:00 AM
Dean's Conference Room, Tate Page Hall

Members Present: Adams, Evans, C. Daniel (for Oglesby), Filip, D. Kelley (for Fong), Metze, O'Connor, V. Sheeley (for Schnacke), Stayton.

Guest: Sally Kuhlenschmidt

Sally handed out notebooks on Exploring...the Scholarship of Teaching, Vol. 1 Clear Goals. This is the first in a series of booklets on the six standards of scholarship as applied to teaching. Department heads are encouraged to have faculty read these notebooks which will be delivered to the various departments in the near future.

Dr. Adams passed out a one-sheet page on the final revision of post-tenure review. There were several comments on concerns about limiting the amount of paperwork involved. Dr. Adams stated that departments can decide how they will handle their own limits of pages submitted and then a college policy will be established later.

Next, Dr. Adams handed out an email from the Vice President's office. Our College is asked to identify five additional institutions from the list of 19 that we believe would be the most appropriate ones to add to our list of "aspirational" benchmarks along with the five already on the list. These choices need to be to Dr. Burch's office no later than Monday, August 9th.

Another handout was an email also from Academic Affairs on an update on fall enrollment. This document shows an increase in freshmen and sophomores, but a decrease in juniors and seniors.

Dr. Adams brought it to the attention of everyone that the Administrative Calendar for the 1999/2000 fiscal year is now out on the web for our access.

A handout on the Proposal for the Establishment of the Kentucky Academy of Mathematics and Science was distributed. There was a discussion of potential.

A handout on Crisis Communication Lessons from Littleton by Nora Carr, APR, Director of Marketing and Development, Cooperating School Districts, St. Louis, MO was passed around. Also, a "Closer Look at those Killed in School Shooting." Ms. Carr did a presentation on August 4th at the GRREC meeting concerning such issues. Dr. Adams suggested we might want to bring Ms. Carr in to talk to students who desire to be school leaders. Department heads were encouraged to talk to faculty to see if there was any interest in this subject area.

Dr. Adams shared two emails – one being a reminder of the faculty assembly on August 17th. At this assembly, there will be mention of achievement highlights from the various colleges. Dr. Burch needs to receive these achievements by Monday, August 9th. The other email was from Mike Dale stating that the College Staffing Plan for 2000/2001 will be coming soon.

Dr. Evans talked some on promotion and tenure guidelines.

Dr. Evans brought up the fact that some faculty members have inadvertently taken some of their own materials to class to sell. Department heads are encouraged to remind faculty not to do this.

Recently Drs. Adams and Evans met with Rodney Cohen from the College Development Office. Mr. Cohen encouraged us to consider doing a college-wide newsletter in the future. The audience would be geared toward alumni and the newsletter would be published twice a year. Department heads were asked to talk about this in their departmental meetings asking for input on what kinds of items faculty would like to see published and who might be interested in working on the newsletter.

Being no further business, the meeting adjourned at 9:15 a.m.

Susan Krisher, Acting Secretary