

Minutes  
Administrative Council - College of Education and Behavioral Sciences  
Thursday, November 6, 2003 – 9:30 a.m.  
Dean's Conference Room, Tate Page Hall

Members present: Evans, Keaster, Poe, Brotherton (for Baker), Daniel, Haggbloom, Hughey, Metze, Powers.

Discussion was held on the state budget, funding, and enrollment.

Everyone was reminded that Focus on Western #2 is scheduled for this Saturday.

Dr. Evans discussed the handout on benchmarking as it relates to student engagement (QEP). He indicated that we will need to address how we can influence a positive response. Also, we will be asked to share our plan relative to civic engagement. Additional discussion followed.

Information was shared on the new vehicle rental agreement with Enterprise. The information will be forwarded across campus via email in the near future.

The Provost's November 4 draft document was discussed. Concern was expressed relative to the plus/minor grading system proposal.

Discussions are being held on the staffing plan. Dr. Evans indicated that decisions should include benchmark information as well as teaching load expectations. The College will be required to develop an accountability measure for providing adequate student support for student success in colleges/departments.

It was noted that redistribution of funding for GA's may occur in the near future.

Equipment funding was discussed briefly.

Dr. Evans spoke briefly regarding support staff needs in the College.

It was noted that concerns are still being addressed relative to the new calendar proposal.

Brief discussion was held on the \$200 tuition increase. The issue of community college tuition will also be revisited.

Dr. Evans indicated that the issue of adjunct, part-time pay will be addressed. There are no adjuncts at Western, according to the University's definition of adjunct.

In the near future, Western will be asked to address the question of how \$15 million would be used, if that amount was given to the University. This issue relates to accountability.

Because Dr. Evans will be out of town for the next three Thursdays, he suggested that those dates might be utilized to finalize other issues that have been tabled for future discussion. Issues to address include guidelines for search processes as well as promotion and tenure.

Dr. Evans is currently reviewing evaluations. He indicated that the pilot evaluation forms being used by Psychology appear to be more meaningful and added that he is concerned about the system as it relates to the area of scholarship.

Dr. Evans would like to give serious consideration to forming a College advisory group to provide feedback to the dean. There was general agreement to include faculty input on faculty continuance recommendations. Department heads were cautioned to be mindful that the College needs to remain within the guidelines of the University promotion and tenure policy.

Brief comments were made concerning the MIS system as it relates to the evaluation system. Dr. Metze should be involved in any discussions on that topic.

If they have not yet done so, department heads were encouraged to meet with Dr. Metze regarding web pages.

Current faculty searches within the College are in various stages. Dr. Evans stressed the importance of moving forward as efficiently as possible.

Dr. Poe reminded department heads about comprehensive exams. The end of the semester is the deadline for input on the guidelines/policy.

Dr. Evans briefly commented on the professional education component for critical performances.

MAJ Brotherton reminded everyone that the Veterans Day memorial service will be held on November 11 at 11:00 a.m. at the Bell Tower.

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

Cathie Bryant, Secretary