

Minutes
Administrative Council - College of Education and Behavioral Sciences
Thursday, December 8, 2005 – 9:30 a.m.
Dean's Conference Room, Tate Page Hall

Members present: Poe, presiding, Keaster, Baker, Daniel, Fiene, Hughey, Jones (for Haggbloom), Metze, Mikovch, Powers. Dean Evans attended a portion of the meeting, and Dr. John Bruni was a guest.

Dr. Evans commented briefly about SACS, particularly the issue of part-time faculty. He clarified the definition of part-time faculty as those who teach a class or work for WKU on a part-time basis. All part-time faculty teaching undergraduate courses should possess a master's degree plus 18 hours of graduate coursework in the area in which they teach or work. Department heads need to carefully review documentation when hiring part-time faculty.

Dr. Bruni reported that the Provost has approved the new Office of Applied Research and Analysis. As Director, Dr. Bruni is available to assist students, faculty, and staff with support in applied research and analysis. He is available via email and also can be reached in the Psychology Department or in his office in 239 Wetherby.

Dr. Poe spoke further about SACS, reporting that the University has received word it is fully reaccredited with no sanctions. The official notification is expected in January, and a follow-up report will be prepared by the University to address the issue of faculty credentials. Dr. Poe stressed the importance of being diligent in reviewing prospective faculty credentials.

Discussion was held regarding instituting fees for courses that require faculty to travel to off-campus sites, in addition to courses that have consumables. Dr. Poe will be working with department heads on this issue. She added that the process is expected to be complete in time for March pre-registration. Department heads were asked to look at their course offerings and submit information and recommended fees to Dr. Poe.

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

Cathie Bryant, Secretary