

Minutes
Administrative Council – College of Education and Behavioral Sciences
Thursday, September 4, 2014 – 9:30 a.m.
Dean's Conference Room, GRH 2037

Present: Sam Evans, Fred Carter, Marguerita DeSander, Jackie Pope-Tarrence, Tony Kirchner, Janet Applin, Bill Kline, Scott Walker, Sylvia Dietrich, Pitt Derryberry

GRREC: Dean Evans provided a brief report of the September 3, 2014 board meeting.

CAD Report: Dean Evans reported on the September 3, 2014 meeting.

- [The SACS report has been submitted. An on-campus visit from SACS is scheduled for April 7-9, 2015. No vacations shall be taken during this time.
- [Budget matters were discussed.
- [Phase II of the staffing plan was briefly discussed.
- [Enrollment and student recruitment was discussed.

Graduate Student Research Fellowships (GSRF): CEBS RFPs are on track for completion. Discussion followed.

DELO: Distribution of funds was discussed.

Carryforward: Funds will be distributed to department indexes.

PD Accounts: Unit Heads were asked to be mindful of PD account balances.

Travel: Travel authorization forms must be submitted and approved before any job related travel occurs.

Staffing: Various CEBS faculty positions were discussed. A few vacant positions remain open. Searches are beginning or are in process to fill the openings.

QEP: QEP argument fellows were discussed. Unit Heads may send feedback to Dr. Angie Jerome and copy Dean Evans.

Graduate Council Proposal Forms: Dr. Applin shared information about this topic. Eventually the curriculum process for graduate proposals will be submitted, tracked, and approved electronically.

CCSA: Study abroad course equivalencies were discussed. Feedback may be sent to Dr. Applin.

Promotion and Tenure Documents: Dean Evans noted that a couple of departments need to consider making minor revisions to their P&T documents. The Dean will have individual discussions with unit heads to review their department's document.

As there was no further business, the meeting adjourned.

Respectfully Submitted,
Tammy Spinks
Secretary

Upcoming Events:

- [Owensboro Open House – Undergrad. Recruitment Event
Thursday, September 4
6:30 p.m.
Owensboro Convention Center
- [Somerset Open House – Undergrad. Recruitment Event
Tuesday, September 9
5:30 CDT/6:30 EST
The Center for Rural Development
- [Mary E. Hensley Lecture – Stephen Ritz
Tuesday, September 9
7:00 p.m.
Van Meter Hall
- [International Year of Ecuador Reception
Wednesday, September 10
4:30 p.m. – remarks at 5:00
FAC Main Gallery
- [2014 Majors and Minors Fair & Study Abroad Fair
Tuesday, September 16
11:00 a.m.-2:00 p.m.
Preston Center
- [Focus on WKU and Fall Preview Day (combined event)
Saturday, September 27
1:45 p.m.-3:15 p.m.
Preston Center
- [Elizabethtown Open House
Tuesday, September 30
6:30 p.m. EST
Historic State Theater
- [Glasgow Open House
Thursday, October 2
5:00 p.m.
WKU Glasgow
- [Louisville Open House
Thursday, October 9
6:30 p.m. EST
Muhammad Ali Center
- [Bowling Green Open House
Thursday, October 16
6:00 p.m. CDT

Augenstein Alumni Center

