

CEBS Leadership Council Meeting
April 18, 2019
9:30 a.m.

Minutes

Present: Tom MacMillin, Steve Winger, Pitt Derryberry, Stephanie Martin, Blair Thompson, Tony Norman, Jeff Butterfield, Tony Kirchner, Margie DeSander, Jill Sauerheber, Corinne Murphy

Guest: Acting Provost Stevens

- I. **Approval of March 21, 2019 Minutes** – Dr. Norman made a motion, seconded by Dr. Derryberry, to approve the March 21, 2019 Leadership Council minutes. Motion was approved without dissent.

- II. **Introductions**

- III. **Operations – Budget, Personnel, Program Review**
 - A. **Provost’s Visit** – Dr. Stevens shared that our goal is to focus on student success as a campus community and develop a collaborative culture/partners. CAPE was briefly discussed. Transformation and growth of programs was discussed. Vacant positions, workload, and student credit hour production information will be reviewed by the Provost. The Graduate School was briefly discussed. Currently, one-third of CEBS students are graduate students. Provost Stevens encouraged unit heads to encourage their faculty to engage in collaborative partnerships across departments and colleges. The School counseling program was briefly discussed. Merit was discussed.

CAPE Updates – CEBS is doing several of the transformations recommended by the committee. A better understanding of the timeline is needed. The curriculum process has been reopened.

Use of consultants and market analysts was discussed.

An update for the Senior Vice President for Finance position was provided.

- B. Building Modification Updates – On May 6, construction will begin on the first floor. The Kentucky Teacher Hall of Fame will be moved to the first floor hallway. The Office of Professional Educator Services will be moving to the first floor. GRH room 2037 will be designated the doctoral seminar room. Water bottle filling stations will be added. Specific space options were discussed for the third floor.
- C. Department Head Participation in College Happenings #3 - May 8 – Tony and Devin access to PPT – 5 min. for each unit head – highlight what is coming in the next year.
- D. Summer Work Groups – The college’s strategic plan needs to be updated to align with the university goals. Two workdays in August will be set aside for the Council to develop the plan. September and October will be a time for vetting with constituents. Additional department head workdays will be scheduled to examine faculty workloads and course schedules.

IV. Recruitment / Retention –

- The postcard writing initiative went very well. More than 1500 postcards were mailed.
- The Topper Challenge is scheduled for April 27. Department were invited to host information tables at the event.

V. Alumni News –

- Renaming of the Military Science and Leadership office was briefly discussed.
- Prints donated by a ROTC alumnus are displayed in the ROTC office.
- Chinese alumni, Chugling Yu sent a letter of gratitude for her experience at WKU. She (Yu) is working on a Ph.D. at the University of Kentucky.

VI. Area Accomplishments/Celebrations

A. Faculty/Staff –

- Dr. Jim Berger will be leaving WKU at the end of June to for s

position at another institution.

- SGT Simmons has been accepted to WKU.
- Andrea Ford has submitted her intent to resign on April 19. She will be working for the Social Security Administration.
- Nedra Atwell, a former STE/SPED faculty member recently passed away.

Department

- Stephanie Martin and Blair Thompson spent the past two weeks visiting with faculty/staff across campus (departments).
- A status update for the PsyD Forensic and Organizational Leadership positions was shared.
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VII. Teacher Certification/OPES Report

Important Dates:

Please see Academic Affairs Important Dates Calendar (provost@wku.edu)