

Minutes  
Administrative Council - College of Education and Behavioral Sciences  
Thursday, September 14, 2000 – 9:30 a.m.  
Dean's Conference Room, Tate Page Hall

Members present: Adams, Evans, Cheatham (for Fong), Cooke, Crews, Filip, Houghton, Houston, Metze, Mikovch, O'Connor, Poe, Stayton. Marvin Daniel, Deborah Sloss and Denise Garner were guests.

Today is the deadline for syllabi to be on the web. Hard copies of any syllabi not on the web need to be submitted to the Dean's Office by the end of the day today. Also, everyone was reminded that Action Plans are due on Friday, and Dr. Adams needs to receive copies of those Plans.

Dr. Evans reported that Enterprise has an agreement with Western to offer special rates on car rentals for employees. Please make faculty aware of this. If enough people use the company, the prices could decrease even more. Dr. Evans said he would check on whether employees have the option of claiming either car rental or mileage.

Dr. Evans reported that for those students who are in the schools doing field experiences, the Teacher Education Committee has approved a policy related to criminal checks, physical examinations, and TB tests. Dr. Evans has been in contact with Dale Brown, and this policy is in response to actions by the Warren County schools relative to HB 136. The legislation applies to faculty in the field as well. Room 416 is set up for finger printing and distribution of applications.

Mr. Daniel, from the Office of Admissions, was introduced, as were the members of the Council. He spoke on the subject of transfer articulation of courses from community colleges. Packets were distributed containing work sheets to be used and information on what will be required of department heads. Lengthy discussion followed. Mr. Daniel added that eventually this system will lead to an electronic degree auditing system on Banner. If the program works properly, degree programs also will eventually be able to be completed on line. Department heads were asked to update the list of courses listed as acceptable for transfer for certain programs. Any problems encountered with two courses being equivalent to one Western course should be conveyed to Mr. Daniel so that he can take those to the Articulation Committee. With Banner becoming live on October 9, it would be helpful if department heads are able to stay within the two-week deadline if possible. The issue of the need for the University to have a systematic approach to periodically updating course information on transfer courses was discussed.

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

Cathie Bryant, Secretary