

College of Education and Human Services
Administrative Cabinet Meeting
3/2/2015

Present: David Whaley, Tami Dandeneau, Robert Lyons, Jacqueline Hansen, Barbara Washington, Alesa Walker, Kelly Rogers, Kelly Kleinhans, Melanie Brooks, Trish Lofton (recorder)

Welcome/Review Agenda

Dr. Whaley welcomed everyone to the meeting. He took a few moments to review the agenda items.

Updates

- Mrs. Bazar: Proofing for the fall schedule will be on Wednesday, March 4th. She will create a form to track room changes. There are five attending the Administrative Assistants' conference. One of the assistants attending is from the CSET Math Department.
- Dr. Kleinhans: At the SLP state conference, the MSU graduate team competed in a "PRAXIS" bowl. The MSU team won the competition and now has the traveling Golden Brain trophy. Each student on the team also won \$200 each.
- Dr. Lyons: He presented the results of the survey regarding the faculty support of the new mission statement and core values graphic. Dr. Washington stated that LBD elementary and LBD middle programs now fall below the 128 credit hours and are in the process to be approved.
- Dr. Rogers: Dr. Peter Weber will be presenting at the benevolent agencies meeting. Social Work program will be hosting their 5th annual religious diversity lecture and will feature speaker Rev. Renee Myers. The program faculty will also be making an offer to fill a Social Work position. Criminal Justice will be hosting a career fair on April 6th. New benches will be placed in the hallways of Carr Health. Mike Gowen will be hosting a "Turn of the Century" social at the park on April 25th.
- Dr. Washington: The FCS program is making changes as well as the CTE program. Secondary education faculty are going through additional SB1 training to prepare for CAEP. Dr. Stormer took several students to the Kentucky Council for Teachers of English.
- Dr. Bloomdahl: The department is working on recruiting. Several of the Ed.D. students went to the AACTE conference. Dr. Bourke is presenting a "Road Show" for online teaching techniques. The School Psych will be conducting phone screens for the open position. The School Administration position is still in the approval process.
- Dr. Hansen: Dr. David Allen is working with the KCEE for an event. Dr. Hansen will be attending a professional development with Dr. Cory Brown. Dr. Lynn Patterson will be presenting at the Kentucky Math conference.
- Dr. Walker - working on placements. There are issues surrounding the number of days schools have missed because of weather. Mamie Padgett's position will be posted soon.
- Mrs. Dandeneau: The deadline for renovations is quickly approaching. The HR evaluations training will be held on Friday. This is specifically for non-exempt and exempt professional staff. Dr. Hansen stated the forms are the same but stresses the importance of realistic ratings.
- Melanie Brooks: The university is using a crowd-funding platform to raise funds for the Jazz Orchestra to produce a CD. This is the first time the university has used crowd-funding. She suggested the group to have a wish list of activities that could be funded through this avenue. Projects would need to be less than \$10,000 and request donations for thirty days. Dr. Whaley asked to be copied on requests. BMC will be producing donor alums from Nashville, St. Louis, Louisville, and Lexington. These would be highly successful alum that would be featured in video. Dr. Whaley requested the members to provide Mrs. Brooks with contacts as thank you notes, phone calls and/or letters made to alumni.
- Dr. Whaley - He has met with both Bob Rogers and Steve Hoskins. Bob Rogers has been visiting with the elementary schools. The teachers are expressing the need to have people visit the classroom to teach reading. He is interested in developing a dual credit course so high school students can teach elementary reading while earning college credit. Steve Hoskins also indicated interest in this program. Robin Esau is leading the Discover Korea. Dr. Bonnie Higginson will be taking a group of teachers to Panama. Megan Smetana is taking students to Prague. Pam Matlock is leading a group of students in Ireland.

Website Issues

Mrs. Lofton presented the new website and discussed the issues surrounding some of the pages within the college site. She expressed the need for a process to submit web changes to the web agents. Along with Dr. Whaley and Charley Allen, she met with all but one of the web agents regarding the corrections that needed to be made after the migration. The agents were concerned with being allocated private time to work on their respective pages. Dr. Lyons volunteered to facilitate a work order process to submit web changes.

Promotion of Summer Courses

Mrs. Lofton suggested the promotion of summer courses by creating a web page. This page would provide the offerings of summer courses within the college. The members were in support of the idea.