

**College of Education and Human Services**  
**Administrative Cabinet Meeting**  
**October 15, 2015**  
**8:30 am**

**Members Present:** David Whaley, Robert Lyons, Barbara Washington, Jacqueline Hansen, Susana Bloomdahl, Paul Lucko, Alesa Walker, Jennifer Earls, Kem Cothran, Tami Dandeneau, Melanie Brooks, Cathy Bazar, Trish Lofton (recorder)

**Members Absent:** Kelly Kleinhans

**Guests:** President Davies and Dr. Bonnie Higginson

**Welcome/Review Agenda/Minutes Approval**

Dr. Whaley welcomed the group. He introduced Kem Cothran, the Coordinator of Teacher Quality Institute. He stated President Davies and Dr. Bonnie Higginson were special guests at the meeting. Dr. Lyons provided the structure on the question/answer discussion with President Davies. He briefly previewed the presentation on how the College provides an all-encompassing learning experience for students. The preview gave members an opportunity to talk about concerns and as well as current topics prior to his arrival.

The members reviewed the agenda and the minutes. Dr. Bloomdahl made a motion to approve the minutes with noted amendments. Mrs. Dandeneau seconded the motion. Motioned carried unanimously.

**Updates/Topics**

• Course Release for Faculty

Dr. Whaley discussed the issues surrounding the 4x4 course load for faculty. A course release application is being developed so faculty can request a course release for one semester.

• Travel Policy Concerning Temporary Lecturers

the members discussed the pros and cons of providing travel funds for temporary lecturers. The members agreed to look at the request on a case-by-case basis. It will be handled on the departmental level.

• Door Locks

At some point in the future, the door locks could possibly be changed across campus in order to provide an extra level of security.

• PEO Educational Scholarships

Dr. Whaley provided information regarding the Philanthropic Educational Loan Fund that is specifically developed for women.

• Ad Hoc Committee on Tenure and Promotion

A committee has been formed to review the policies from HSHS and COE.

• Ad Hoc Committee on Vision Statement

Dr. Whaley will be convening the Transition Committee as well as an ad hoc group to revisit and refine the vision statement.

• Ad Hoc Committee on Committees

A committee will be formed to review all of the committees within the College.

**Dean's Council Meeting**

Dr. Whaley provided an overview of the Dean's Council meeting. One topic of discussion was access to buildings by student groups.

**Discussion with President Davies**

Dr. Lyons gave an overview of how the College focuses on students and experiential learning. The group discussed ways the recruitment and retention center works with the university. President Davies stated that one of his priorities is recruiting and retaining minority students. Dr. Lucko discussed the security issues of the Carr Health building. Dr. Lyons discussed the issues surrounding the high cost of tuition for the Ed.D. program. At the conclusion of the session, President Davies agreed to add these topics to list for review. KATE is working on boosting the robotics league within western Kentucky. Dr. Earls gave a brief demonstration on the robotics project.

**Wrap up**

Dr. Whaley asked the department chairs to email updates. Mrs. Lofton will send out a compilation to everyone.

Meeting adjourned at 11:30am.

Minutes respectfully submitted by: Mrs. Trish Lofton