

**DEWAR COLLEGE OF EDUCATION AND HUMAN SERVICES**  
**DEPARTMENT HEADS' COUNCIL MEETING**  
**(09.28.17)**

**Attendees:** Keith Waugh, Herb Fiester, Linda Most, Corine Meyers-Jennings, Barbara Radcliffe, Mizanur Miah, Lynn Minor, Sonya Sanderson, Kate Warner, & Shirley Andrews.

Meeting called to order by Dr. Minor at 10:24am.

**2017-18 COEHS Budget Request**

Dr. Minor provided council members with a list of one-time and recurring funding requests from each department (Please see handout). The department heads explained the reasoning and justification for each item on their list. With this information, the council prioritized the COEHS funding requests as follows:

*COEHS One-Time Funding Request*

1. Part-time and Summer Faculty Salaries
2. Enclosure of CLT Secretarial Space
3. Carpet for CSDSE Clinic
4. KSPE Elliptical Fitness Cross-Trainers (2)
5. EE Classroom Supplies
6. PCFT Driving Simulator Lab
7. EE Scanner
8. KSPE CPR Adult & Baby Manikins
9. Renovation of Existing COE Classroom to Support ASL Distance Classroom Technology
10. PCFT Animal (Fish & Cricket) Behavior & Cognition Lab
11. CSDSE Surface Book
12. SW Desktop Computer
13. PCFT SuperLab Pro Research Technology
14. CSDSE Lateral File
15. SW Monitor Display & Equipment
16. COE Office Furniture
17. Education Center Carpet
18. PSYC SmartCore Courses
19. MFT Clinic Bathrooms

*COEHS Recurring Funding Request*

1. Part-time Faculty Salaries
2. Summer Faculty Salaries
3. ACED Secretary Promotion
4. KSPE CPR Adult & Baby Lungs
5. All Accreditation Dues
6. Recruitment & Retention for EE & MSRD
7. ACED OAT Faculty Position
8. MLIS Faculty Position

The requests will be revisited before a final decision is made.

Meeting adjourned at 1:44pm.

Respectfully submitted,

Katie Rowland