



Research Foundation, Inc.

WKUCCC Governing Body Committee Meeting Minutes January 9, 2014 Western Kentucky University Potter Hall

Call to order

The regular meeting of the WKUCCC was called to order at 9 am.

Board Members Present:

Mr. Greg Stivers, Esq
Dr. Sam Evans, Dean, WKU College of Education and Behavioral Science
Dr. Gordon Baylis, Vice President for Research and President, WKU Research Foundation
Dr. Robert Owen, Vice President, Information Technology
Dr. Hank Wohltjen

Board Members Not Present:

Mr. Jamie Hargrove, Esq.

Guests:

Dr. Marce Verzaro-O'Brien
Thelma Jackson

I Communication

Variou communications channels were discussed to ensure that all pertinent information is shared with the governing body.

II Review of T/TAS

The Training and Technical Assistance (T/TAS) Department offers three basic services. The first service is training and technical assistance to Head Start and Early Head Start program across the country, through a wide range of high-quality, responsive and cost- effective on-site and on-line training and materials. Delivery strategies include pre-service and in-service workshops for local programs or clusters, program governance training and training for program leadership, staff, and state/regional/national Head Start Associations.

For its second line of business, T/TAS operates a Child Care Resource and Referral project serving ten counties south central Kentucky. The third line of business – and the one for which this sub-Board provides oversight – is the WKU's Child Care Center/Head Start and Early Head Start program which serves children birth to age five and their families, with locations in Jones-Jaggers Hall on the WKU campus and at the Bryant Way development of the Bowling Green Housing Authority. Child care services incorporate the Head Start philosophy of comprehensive services and family engagement in children's education into its Head Start, Early Head Start, subsidized and fee-based child development programs.

III Staffing

Staffing changes were discussed due to the retirement of the Executive Director of T/Tas Colleen Mendel.

A motion was made by Dr. Owen for the board to express their support for Dr. Marce Verzaro-O'Brien's acting as the interim executive director of T/TAS. Dr. Evans recused himself from voting, since he will be the WKU person making the interim appointment. The motion passed unanimously.

A motion was made to approve Thelma Jackson as Director of the Head Start, Early Head Start program subject to the approval of Dr. Ransdell's waiver of the search. Dr. Evans recused himself from voting for the reason noted above. The motion passed unanimously pending the Policy Council's approval.

IV MoA

Discussion ensued as to the need of a formal agreement between WKU (grantee for the Head Start Program) and WKU Research Foundation (which provides oversight). The need of formal quarterly reports to the WKU Board of Regents regarding the oversight of the WKUCCC was also discussed

V Recognition

The WKUCCC governing board expressed their appreciation to Colleen B. Mendel, the T/TAS Executive Director, for 40 years of visionary and inspirational leadership within the Head Start and Early Head Start community. While her wisdom and knowledge will be missed, we are excited that she will have the opportunity to explore new vistas and experiences.

Adjourned 10 am