

4-11-1995

Meeting Minutes

WKU Council of Academic Deans

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MINUTES

Meeting of the Council of Academic Deans

April 11, 1995

Members Present: Drs. Carl R. Martray, Elmer Gray, Michael B. Binder, J. Michael Brown, David D. Lee, Martin R. Houston, Jacqueline Addington, and Robert V. Haynes. John H. Petersen was briefly in attendance.

The recommended salary adjustments for 1995-96 were discussed. The guidelines indicated that funds cannot be transferred from categories 004-009 into 001-003. Administrative and professional non-faculty funds (categories 001-003) have been transferred to faculty salaries for equity. The extra dollars from 001-003 will be added to the secretarial salaries for equity.

Approval has been given to purchase items from the lapse salary dollars even though these funds have not been officially transferred.

The University Library Committee cannot be formed at this time because there has not been sufficient information received from the colleges to proceed. There is a question about what issues the College Library Committees will address. It was suggested that library hours, policies relative to fines, etc, and allocation of resources are the kinds of issues the university library advisory committees should address. It is recommended that Dr. Michael B. Binder convene the University Library Advisory Committee, have the committee select a chair, set the agenda and his role will be to serve as ex-officio member. Dr. Binder will convene the college committees, the colleges are to submit names to the deans for their departmental representatives. From the college committees, one or two representatives (based on size) to the University Library Advisory Committee will be selected. The Community College needs to form a library committee. Dr. Binder will inform Marv Leavy of this process.

Going to the Board of Regents for its April 21, 1995, meeting will be the qualified graduate assistant tuition waiver for out-of-state students. The programs to which this will be applied are those listed as prominent in Western XXI. The President has approved the policy. The standard (4500 points) will be applied to all of these programs. No one can receive the waiver unless they have a stipend.

The program statement for development funds needs to be submitted. The most pressing programmatic needs for approaching excellence should be identified. This will allow development officers to have a focus in fund raising efforts. Scholarship, equipment and professorships are the categories that will likely enhance programs. A professorship should be in the range of \$250,000. In the graduate program, an endowment for ten to twelve fellowships would be highly desirable.

The large list distributed to colleges to identify potential donors by the Office of Institutional Advancement is not proving to be an effective tool. A memo will be written to ask for suggestions as to strategies in using the list in a more effective way.

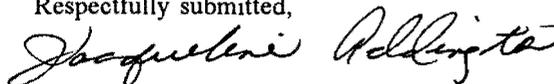
Elmer Gray distributed an edited draft copy of a course and work load policy for graduate assistants. The Council of Academic Deans endorsed the policy as stated in the memorandum.

The Outstanding Graduate Student Awards Program will be Wednesday, April 12, 1995, 2:30 - 4:00 p.m. in the Gerard Auditorium of the Garrett Conference Center.

Dr. Jacqueline Addington asked for recommendations for ITV courses. The CAD suggested that the Community College assume a major role in providing courses. A long-range plan needs to be developed. Chuck Anderson will need to meet with the CAD.

Betty Seitz has resigned. A grant coordinator or developer will likely be employed to replace her.

Respectfully submitted,



Jacqueline Addington