

8-27-1996

Meeting Minutes

WKU Council of Academic Deans

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Minutes
Council of Academic Deans
August 27, 1996

Members present: Jacqueline Addington, Michael Binder, Barbara Burch, Michael Dale, Elmer Gray, Martin Houston, Robert Jefferson, David Lee, Carl Martray, John Peterson and Paul Rice

1. Discussion of minutes from August 20, 1996, meeting. Dr. Burch's goal is to have minutes and agenda E-mailed to each council member prior to each meeting. Mr. Dale needed clarification of number of Moving to a New Level brochures needed.
2. Information Items
 - It is absolutely imperative that the Vice President receive all information, communications, discussions, decisions, proposals, activities, etc. that colleges are working on with statewide or state connected implications. This information should be provided in a timely manner.
 - Fall enrollment report: down 202 overall.
 - Dr. Burch discussed Commonwealth Open University proposal. This is a collaboration among state institutions to develop an academic enterprise based primarily on interactive distance learning delivery systems. One model being looked at is a program modeled from Indiana. Dr. Burch asked for areas within colleges that should be focused. September 17 is the target date to develop plan for inclusion in President's Task Force report. Dr. Petersen asked if there is printed material on the Indiana model. Dr. Burch will get information.
 - Mr. Dale needs accreditation cost projections immediately.
 - Internet and E- Mail addresses must be listed in all publications
3. Dr. Burch asked for suggestions on ways to simplify Academic Affairs Development Request Proposal Form. Dr. Martray suggested changing Department Head's Signature to Unit Head's Signature. Mr. Dale made correction and distributed new copies. Dr. Burch needs unit plans with college plans by September 13.
4. Dr. Burch discussed salary increases for grant personnel compared with salary increases for university personnel. Need to build system that will equalize.
5. Dr. Burch requested recommendations for a town hall meeting to invite two local legislators to bring their state perspectives to the faculty and for the faculty to have communication with them. Council thought it excellent idea. Meeting time suggested would be late afternoon on Thursday, but not to be scheduled same time as faculty senate and academic council meetings. Dr. Petersen suggested that the faculty senate may be interested in co-hosting the meeting.
6. Report from President/Vice President Meeting
 - Dr. Burch discussed agenda for Board of Regents meeting on September 5.
 - Vice President needs statements from each college regarding Moving to a New Level that will make clear what Academic Affairs has done to address issues and what action has been taken. Dr. Burch needs statements by Friday, August 30.

- President is establishing a Cultural Committee and needs additional names for possible appointees. The following faculty were recommended: Jane Olmsted, Women's Studies; Trina Mitchell, Consumer and Family Sciences; Felicia Lassk, Marketing with interest in international programs; and Sam Mc Farland, Honors Program. Dr. Houston will E-Mail his recommendation.
7. Mr. Dale discussed two listings regarding fund balance request. The Vice President's report is due to the President by Friday, August 30; she will request for one-day extension. Mr. Dale will need priorities from each college based upon Moving to a New Level categories. Dr. Burch and Mr. Dale will put priorities in context and have ready for review at next week's dean's meeting. Mr. Dale will provide copies of what each dean submitted earlier if needed.
 8. Dr. Binder presented the proposal "a Vision of a Digital Library Network for the State-Assisted Academic Libraries of Kentucky.
 9. Goals, priorities and expectations will be held until next meeting. Dr. Burch will provide deans with information to review before next meeting, if possible.
 10. Other Items
 - Dr. Burch summarized visit with Commissioner Cody. Commissioner Cody is planning a visit to Western; Dr. Burch is working with the President to determine the date.
 - Will hold university distinguished professor stipend procedure till future meeting.
 - Dr. Burch asked each dean to review proposed high school graduation requirements and give her comments no later than September 3.
 - Dr. Jefferson gave an update on the status of the college development officers search.
 - Dr. Binder distributed VADEMECUN.
 11. What's New? What's Happening?
 - Dr. Martray discussed department head concerns in regard to part-time faculty reimbursement of travel expenses and parking issues. Dr. Burch asked Dr. Addington to address these issues and determine status of current policies on benefits for part-time faculty.
 - Dr. Martray expressed frustration from department heads on requests from administrators during the first week of classes. A suggestion that Academic Affairs create a projected calendar with target dates that could ease the frustration at beginning of semester. Dr. Burch will discuss issue with the President also.
 - Dr. Burch met with Mr. Adams and Talisman staff. The publication will not be published this year as in the past. The Talisman staff has been asked to seek alternative ways to publish a chronicle/yearbook. She will recommend to the President that the \$16,000 for TheTalisman be left intact until they have had time to research alternatives.
 - Dr. Jefferson asked for explanation of class scheduling. This will be a future agenda item.

Meeting adjourned.

Respectfully submitted,

Lois Hall
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