

10-29-1996

Meeting Minutes

WKU Council of Academic Deans

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**Minutes
Council of Academic Deans
October 29, 1996**

Members Present: Jacqueline Addington, Michael Binder, Barbara Burch, Michael Dale, Elmer Gray, Martin Houston, Luther Hughes, Robert Jefferson, David Lee, Carl Martray, Phil Myers, John Petersen and Paul Rice - Guest: Dr. Dan Myers

1. Minutes were distributed for the October 15, 1996, Meeting. Correction: Dr. Phil Myers was present at October 15, 1996, Meeting.

2. Information/Clarification Items:

A. Tuesday, November 5, Council of Academic Deans Meeting

The Council of Academic Deans Meeting scheduled for Tuesday, November 5 will be canceled due to Election Day - University closed.

B. Fund Balance

The Fund Balance was approved by the Board of Regents. A copy of the 1995/96 Educational and General Fund Balance Recommended Allocations was distributed. Mike Dale will be contacting each Dean to discuss fund balance monies and their distribution.

C. Department Heads Retreat (Dr. Hughes)

The Department Heads Retreat will be held November 13 at the Institute. The retreat will begin at 8:15 a.m. and end by 4:00 p.m.

Agenda Items:

- a. Recruitment
- b. Retention (Kyle Wallace will assist)
- c. Discussion of University College
- d. Department Heads to share issues, challenges and solutions
- e. Dr. Burch to discuss unit productivity

There will need to be four support staff present to take notes during group discussions. Deans are to let the Vice President know if they have support staff that could assist (E-Mail).

There needs to be a follow-up meeting in January before classes begin. All Department Heads will be E-Mailed to mark their calendars for January 7 or 8, 1997, for possible follow-up meeting dates.

D. Early Start on Budget Planning for 97-98

Academic Affairs will start budget planning for the 1997-98 academic year in early November.

E. Differentiating Performance and the Merit System

The Vice President will discuss with individual Deans regarding past practices and future ways to reaffirm commitment to "merit".

3. Discussion

A. Affirmative Action/Applicant Data Flow Responsibilities--Proposed Guest -Dr. Dan Myers

The Council was updated on the progress the committee is making on the review of Affirmative Action and the applicant data flow responsibilities.

During this discussion advertising of positions and the cost were discussed. There is much concern on getting ads placed and the cost. There was discussion of budgeting appropriate monies for advertisement and each unit become responsible for their own search process and having management of resources.

The Committee will have a draft available for the Vice President and Deans in the near future.

B. Academic Excellence Proposals

Each Dean gave comments on proposals in their area. The Vice President is to receive rankings from each Dean (E-Mail). Rankings will be as follows:

Top Four	1
Middle Four	2
Bottom Four	3

There was discussion if all Colleges are eligible to participate. Need to remember to include Community College in this process next year.

C. Recruitment Idea: Recognizing KERA "Reward" Schools - Dr. Luther Hughes

A suggestion to recognize KERA "Reward" Schools was presented to the Council. After considerable discussion it was decided to continue looking for other avenues to best recognize area high schools.

D. Exploration of Program Priorities in Light of Employment Needs/Opportunities- Dr. Elmer Gray

Information was distributed in regard to undergraduate and graduate programs by college, department and degree by academic year to review for future program offerings. Deans were encouraged to consider interdisciplinary programs in particular. Special attention also needs to be given for technology at the master's level and health care programs. Deans need to start thinking about programs that are needed. By November 15, 1996, Dr. Addington needs to know from the Deans their programmatic priorities and Dr. Addington will bring to the Council for discussion.

E. Draft Operational Plan 1997-98

Update after Board of Regents Retreat.

F. Summer School: Enrollment Projections, Operating Costs, and Faculty Compensation

The Vice President has asked Ms. Ann Mead to assist in preparing information on projected costs for presentation to the Council within the next few weeks.

4. What's New? What's Happening?

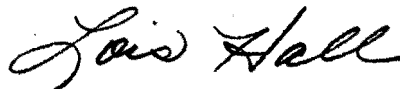
- Copies of the Realignment of Programs and Department Consolidations for the Bowling Green College of Business Administration was distributed. Projected implementation date July 1, 1997.
- Update on the interview process for the Development Officers.
- Copies of agreements signed for exchange of faculty with Rosto State Pedagogical University (Russia) and Shaanxi Teacher's University (PRC) were distributed for Dean's files. All faculty are encouraged to consider exchange.
- Ogden College had death of faculty member and a student this week.
- ABET Accreditation Team was on campus yesterday and today..
- Council of Academic Deans Meeting scheduled for November 13 needs to be moved to November 12, 10:00 to 12:00. The Council is to notify Vice President (E-Mail) if there is a conflict or if okay.

5. Other Items:

- A. The Vice President asked Dr. Petersen to discuss possibilities of using electronic forms with Dr. Charles Anderson.
- B. At the November 26 Council of Academic Deans Meeting, Mr. Dale and Dr. Addington will address part-time faculty compensation and policies on benefits for part-time faculty.

Meeting adjourned.

Respectfully submitted,



Lois Hall