

5-27-1997

Meeting Minutes

WKU Council of Academic Deans

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**MINUTES
COUNCIL OF ACADEMIC DEANS
MAY 27, 1997
9:00 A.M.**

Members Present: Phillip E. Myers, David D. Lee, Michael C. Dale, Carl R. Martray, L. Paul Rice, Luther B. Hughes, and Martin R. Houston.

Dr. Daniel A. Myers represented Dean Robert W. Jefferson and Lisa Murrell attended to take notes for Dean Elmer Gray. Dean Michael B. Binder was absent without representation.

1. Minutes of the May 20, 1997, Meeting were distributed.

2. Information/Clarification Items:

A. Fund Balance Requests

A reminder that the target date for preparation of Fund Balance Requests is June 20, 1997.

B. Academic Affairs Records Management Task Force Appointments

A reminder to submit appointments to the Academic Affairs Records Management Task Force-- deadline for the submission of names is Friday, May 30, 1997.

3. Discussion Items:

A. Hiring Salaries for Staff Employees

There was discussion regarding the need to establish guidelines for addressing the option of filling a vacancy at a higher salary than is allocated to the position line. The decisions was made to:

- a. Continue the current process of making decisions on a case-by-case basis
- b. Give department heads the flexibility to commit available faculty salaries

This topic will be further addressed at a future deans retreat.

B. Postsecondary Reform Package Funding Considerations

Discussion developed concerning suggested options in allocating the additional \$761,000 funding that will be available to Western Kentucky University should the Governor's Postsecondary Reform Package be approved.

C. Revisiting: Summer Meetings/Retreat Dates

Vice President Burch indicated that of the two options on hold, July 10-11 and July 23-24, that July 23-24 seemed to be the one that fit everyone's schedule best. Will reconfirm.

Achieving Priority Goals

The deans were asked to provide Dr. Addington with this information. It is hoped that the reports will include examples of how faculty are including the use of instructional technology in their courses, of courses being developed for the Internet, and the demonstration of innovative formats.

Items to be Included for Discussion at a Future Deans Retreat:

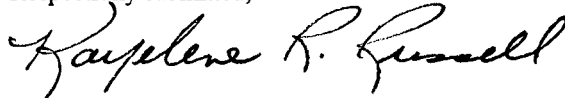
- Appropriate Uses of Evaluation Systems
- Post Tenure Review
- Objectives/Goals Regarding Operating Plan Priorities for Academic Affairs
- Unit Productivity--Criteria
- Summer School Budgeting
- The Effect of the Privatization of Printing on Operating Budgets
- Recruitment/Retention--Programs and Delivery Modes for Populations Other Than Traditional Students
- Student Assessment--Quality of What Students Gain in Going Through Our Educational System

Announcements:

- Dr. Phil Myers shared with the group the success of the recent grant workshop.
- Dr. Jackie Addington reminded the deans that the working luncheons for department heads have been scheduled for May 28 and June 4 at 12:00 at the Center for Teaching and Learning. The deans are welcome to participate. The purpose of the working luncheons will be to assist the department heads in preparing the program profiles for their departments.

The meeting adjourned.

Respectfully submitted,



Kayelene R. Russell