

6-17-1997

Meeting Minutes

WKU Council of Academic Deans

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**MINUTES
COUNCIL OF ACADEMIC DEANS
JUNE 17, 1997
9:00 a.m.**

Members Present: Barbara Burch, Jacqueline Addington, Elaine Moore (representing Michael Binder), Phil Myers, Mike Dale, Lisa Murrell (representing Elmer Gray), Richard Troutman (representing David Lee), Martin Houston, Robert Jefferson, and Carl Martray.

1. **Minutes of the June 10, 1997, Meeting were distributed.**

2. **Information/Clarification:**

A. **Council of Academic Deans Retreat—July 11**

Confirmed July 11 as Council of Academic Deans Retreat.

B. **College Deans Retreat—July 23–24**

Confirmed July 23–24 as College Deans Retreat

The Vice President asked for possible topics to be e-mailed to her. She will ask some to take leadership roles in the planning of the retreats.

3. **Discussions Items:**

A. **Twelve-month Administrators on Grants**

There was discussion of twelve-month administrators on grants and the need for the University to establish a more concise policy. *Dr. Phil Myers and Dr. Carl Martray, with Dr. John Petersen as resource person, will draft a policy for the Council to review.*

B. **Use of Additional Funds for Next Year Priorities**

There has been confirmation that Western will receive the \$761,000 allocation. Academic Affairs Going from Operational Plan to Budget was distributed for discussion.

Elaine Moore will provide a break down of how many students receive instructional assistance from the Library in a given year.

Mr. Dale will verify when last increase in faculty travel was implemented.

C. **Criteria for Program Evaluation/Prioritization**

The Academic Program Evaluation Criteria was distributed for discussion and review. The Council is to review and give Dr. John Petersen any additions by Monday so he can present at next Tuesday's Council of Academic Deans Meeting.

D. **Overload/Compensation Policies**

There was discussion of current overload/compensation policies, particularly in distance learning. *Dr. Addington will schedule a meeting of the committee for discussion and report back to the Council.*

E. Continuing Education Discussion

There was discussion of what direction Continuing Education should take at Western Kentucky University. The Vice President will ask a consultant to review present programs and advise best approach to be taken to enhance Continuing Education Programs.

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

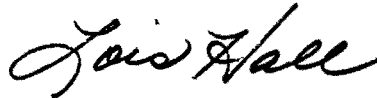
- Dr. John Petersen reported General Education Workshop a very worthwhile, comprehensive program. A report is forthcoming from the Committee.
- Summer school enrollment up 6.89%
- Dr. Phil Myers reported record proposals in May.
- *Two page reports from departments are to be sent to Dr. Addington.*
- Dr. Addington is working on a draft of the New Levels Report for the Board of Regents and will be asking the Deans for their thoughts and ideas.
- Mr. Hensley has requested a list of people who are involved with individual colleges that Development might be visiting. Mr. Hensley needs the list by July 15 if possible.
- The next meeting of the Council of Academic Deans will be held in the Business College Conference Room. Lois Hall will e-mail the Council a reminder.
- The Affirmative Action Office is still missing files for applicants of searches. All applicant files need to be sent to Affirmative Action after each search is completed.
- Human Resources will be doing an audit of the HRS file this summer and a more comprehensive audit this fall.

5. Items for Distribution

- "Happenings"
- A Glance at the June 16 Issue of "Forbes:" "Cyberschools" on the Rise
- Some Policy Guidelines for the Next Generation of Postsecondary Education-to be shared with faculty.

Meeting adjourned.

Respectfully submitted,



Lois Hall