

7-15-1997

## Meeting Minutes

WKU Council of Academic Deans

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**MINUTES  
COUNCIL OF ACADEMIC DEANS  
JULY 15, 1997  
9:00 a.m.**

**Members Present:** Barbara Burch, Jacqueline Addington, Michael Binder, Mike Dale, Elmer Gray, Martin Houston, Luther Hughes, Robert Jefferson, David Lee, Carl Martray, Phillip Myers and John Petersen

**Guests:** Cpt. Shelley, Sgt. Courtney and Dr. Carter, Education Officer

**1. Minutes of the July 1, 1997, Meeting were distributed.**

Addition to the minutes: The Vice President appointed a committee to start working on framework and policy for community college employees to take up to six hours of course work at Western according the recent Bill that was passed. The members of the committee are: Dr. Paul Rice, Chair, Dr. Elmer Gray, Dr. Luther Hughes, Dr. Steve Schnacke and Dr. Robert Jefferson.

**2. Information/Clarification Items:**

**A. Academic Calendar: 1998-99**

The Vice President will e-mail the Council of the final recommendation.

**B. CAD/Dean and Department Heads Retreat**

The Council was reminded of the Department Heads Retreat on Thursday, July 17 from 1:00-4:00 p.m.

**C. Report from the General Education Workshop (Dr. Lee-Dr. Petersen)**

A summary report on the Asheville Institute on General Education Workshop with specific ideas from the committee was distributed for discussion.

**D. Update: President Search**

Board of Regents will go into closed session at their next meeting to discuss candidates. Candidates will probably be interviewed on campus by end of August.

**E. Report on Status of Committee: Overload/Compensation Policies—Distance Learning (Dr. Addington)**

The Committee will be meeting next week and Dr. Addington will report at the next meeting.

**F. New Level Report (Dr. Addington)**

The New Level Report has been pulled from the Board of Regents Agenda. Dr. Addington will be contacting Deans about their areas. It will be presented at the next Board of Regents meeting.

**G. Business—Education Partnership Program (Dr. Jefferson)**

Information on the Business—Education Partnership Program was distributed for discussion. Dr. Robert Jefferson will follow-up and bring additional information back to the Council.

**3. Discussion Items:**

**A. ConAp—Military Affiliation (Cpt. Shelley and Dr. Hughes)**

Information on the Concurrent Admissions Program (ConAP) was distributed for discussion. It was agreed to become a member of the ConAp Program and defer the application fee. There will be a media day to announce Western's participation in the program.

**B. Criteria for Program Evaluations/Prioritization (Dr. Petersen)**

An updated list of Academic Program Evaluation Criteria was distributed for discussion. The title should be Academic Program Assessment Criteria.

Mr. Dale will be sending information from the past five years on programs within each department in spreadsheet format.

**C. Faculty Development Funds—(Use of)**

The Committee made the following recommendation for the allocation of the \$18,000 in faculty development funds:

College of Business	\$2,500
College of Education	\$4,300
Ogden College	\$6,700
Potter College	\$4,500

Additional funding for:	
Community College	\$1,000
University Libraries	\$1,000

Each Dean will allocate according to a plan consistent with priority goals, and with the expectation for accountability for use.

**D. Computers for Optional Retirement Faculty (Dr. Anderson)**

There was discussion of the availability of computers for optional retirement faculty. There is a need to determine the need of computers for optional retirees and maintaining those computers. The Deans are to let Mr. Dale know how many computers are needed within the week. Everyone needs to inform Dr. Anderson of any available computers. Mr. Dale will continue to work with the Deans as information is needed.

Discussion of part-time faculty and their access to computers. If there are access problems, the Deans need to let Mr. Dale know.

**E. Follow-up from CAD Retreat of 7/11/97 (Dr. Jefferson)**

Follow-up to discussion of Deans Retreat being held August 7 and 8. Rooms at Park Mammoth are being reserved. Topics for the retreat should be sent to Dr. Jefferson. He will try to have a "draft" agenda out in seven-ten days.

**F. Center of Excellence in Quality of Life (Dr. Myers)**

The Vice President asked the Deans to review and be ready to discuss at the next meeting.

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

- Dr. Dave Parrott is leaving the University and an interim will be hired to cover the Master Plan Program.
- The Vice President asked Dr. Hughes to coordinate a tour of residence halls for the Deans.

**5. Items for Distribution**

- Mr. Dale distributed the "1997 Academic Affairs Report: Profiles and Productivity".
- Grant Proposal Development Assistance Program
- Institute for Scholarly Productivity

Meeting adjourned.

Respectfully submitted,

*Lois Hall*  
Lois Hall