

8-24-1999

Meeting Minutes

WKU Council of Academic Deans

Follow this and additional works at: http://digitalcommons.wku.edu/coun_acad_dean



Part of the [Higher Education Administration Commons](#)

Recommended Citation

WKU Council of Academic Deans, "Meeting Minutes" (1999). *Council of Academic Deans*. Paper 830.
http://digitalcommons.wku.edu/coun_acad_dean/830

This Article is brought to you for free and open access by TopSCHOLAR®. It has been accepted for inclusion in Council of Academic Deans by an authorized administrator of TopSCHOLAR®. For more information, please contact topscholar@wku.edu.

Minutes
Meeting of Council of Academic Deans
August 24, 1999

Members Present: Robert Cobb, Michael Dale, Robert Jefferson, Elmer Gray, Phil Myers, Frank Conley, David Lee, Karen Adams, Luther Hughes, Martin Houston, John Petersen and James Flynn

I. Information/Clarification Items:

A. August 31, 1999, Council of Academic Deans Meeting - Career Services (Room 212)

The Council of Academic Deans Meeting on August 31, 1999, will be held in the Career Services Center for a presentation from Career Services.

B. Space Study

A group is being organized to study all space issues for the next several years. Framework is being developed regarding the importance of academic space. Deans were asked to submit needs and/or suggestions that would assist the study group.

C. Planning

Unit Productivity - Deans are to be ranking divisions - ranking is due by Noon on Monday, August 30. College Deans will meet following the Council of Academic Deans to finalize unit productivity awards.

Assessment - To assure that the Assessment Plan has been implemented in 1999, a brief summary is due to Dr. James Flynn by December 1, 1999, describing what has been done, how it is being used and what have departments learned.

II. Discussion/Action Items:

A. Employee Proprietary Information and Invention Agreement (Myers)

The Employee Proprietary Information and Invention Agreement was distributed for discussion. After discussion on proper signature authorization, it was the consensus of the Council that the director and faculty member would sign agreement and forward a copy to the college dean and Office of Sponsored Program.

B. Intellectual Property Policy "Draft" (Myers)

The Council needs to give Dr. Myers any feedback on the Intellectual Property Policy within the next two weeks for final approval before being presented to the Academic Council.

C. *Letter of Congratulations to Faculty for Time and Effort Spent on Submitting Grant Proposals (Myers)*

There was discussion on letters of congratulations being sent to faculty members when they submit grant proposals. It was the consensus of the Council that Office of Sponsored Programs will send letters of congratulations to faculty members.

D. *Post-Tenure Review*

The approved Post-Tenure Review Policy was distributed. Each dean needs to provide copies of the last five years of performance evaluations to faculty who preparing for the post-tenure review. Also each college needs to hold an election of the tenured faculty in each department to select members for the College Review Committee. The College Review Committee should be in place by mid-September.

E. *Workplace Violence*

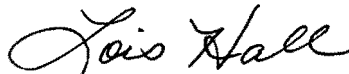
There was discussion regarding workplace violence and what actions need to take place. The Provost will discuss with Administrative Council for direction.

III. *Announcements/Information Distributed*

- ◆ Dr. Hughes announced enrollment for the 199 fall term is up 163 students overall.
- ◆ 1999 fall schedule for Murray State University extended campus offerings for Hopkins County was distributed. The Provost reminded the Council to be sensitive to off campus needs and the willingness to work with individuals/groups that have such needs.
- ◆ The Target County Analysis was distributed. Further discussions will be held in the near future.
- ◆ Commentary from Gordon K. Davies from the Messenger-Inquirer was distributed.
- ◆ 1999 BellSouth Community Internet Workshop Schedule
- ◆ Leadership Studies - Council needs to give Provost name(s) that will serve on committee for Leadership Studies
- ◆ A Special Board of Regents Meeting will be held on Friday, August 27 to discuss Health Services.

Meeting adjourned.

Respectfully submitted,


Lois Hall