

9-7-1999

Meeting Minutes

WKU Council of Academic Deans

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Minutes
Council of Academic Deans Meeting
Tuesday, September 7, 1999

Members Present: Robert Cobb, Michael Dale, Mike Binder, Frank Conley, Elmer Gray, Linda Brown-Ferguson (representing Martin Houston), Richard Kirchmeyer, Robert Jefferson, David Lee, Phillip Myers, John Petersen, Luther Hughes and James Flynn

Guest: Freida Eggleton, Registrar

I. Minutes of August 31, 1999, Meeting. There were no corrections.

II. Discussion/Action Items:

A. Revenue Generated from Overloads (Freida Eggleton)

Mrs. Eggleton distributed a report for discussion of revenue generated from overloads and after a lengthy discussion, the Provost appointed a task group to identify problems related to overloads, review the eight peer benchmark institutions and their practices, the loss and gain of revenues generated from overloads of different credit hours and give a recommendation to the Council. The task group consists of the following: Mrs. Freida Eggleton; Dr. Luther Hughes, Dr. David Lee, Dr. Robert Jefferson and Mr. Robert Cobb. Mrs. Eggleton will call the first meeting.

The Provost appointed another task group to give a recommendation to the Council on what the tuition should be for WEB base courses. The task group consists of the following: Dr. Richard Kirchmeyer, Dr. Elmer Gray, Mrs. Beth Laves, Dr. Karen Adams, Mrs. Belinda Higginbotham and Mrs. Freida Eggleton. Dr. Kirchmeyer will call the first meeting.

B. Personal Service Contracts

There was discussion of need for clearance through the dean's office on personal service contracts. It was the consensus of the Council that dean's would have conversation with their department heads regarding the sensitivity of personal service grants and that dean's should be made aware of any personal service grants being prepared.

C. Programming for Summer 2000

The Provost asked each dean to give Dr. Luther Hughes a name of a department head from each of their departments by end of the Thursday. These department heads will serve with Dr. Luther Hughes, Mr. Gene Crume, a representative from

Continuing Education , Dr. Elmer Gray to bring a recommendation to the Council of possible programming for Summer 2000. Mr. Mike Dale will serve as a resource person from the Provost's Office.

D. *Post-Tenure Review Process Statement of Confidentiality "Draft"*

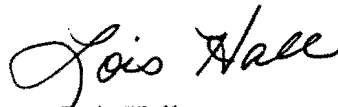
The Post-Tenure Review process Statement of Confidentiality "Draft" was distributed for review and discussion. After a brief discussion, it was the consensus of the Council to approve the Statement of Confidentiality and deans should distribute copies to department heads for distribution to the faculty.

III. *Announcements/Items Distributed:*

- December Commencement - encourage at least ½ of faculty to attend.
- Graduate Fair - October 12-13, 1999, Downing University Center Mezzanine.
- Unit Productivity Awards will go out by September 10th.
- Honorary Doctorate Nominations due September 15th.
- James Cummings has been appointed as Academic Budget and Accountability Analyst in the Office of the Provost effective October 4, 1999.
- Cheryl Chambless has been appointed as Director of the Academic Advising and Retention Center with Ingrid Villar as Assistant Director.
- Parent's Day Reception at the Gordon Ford College of Business on Saturday, September 25th.
- Focus on Western is Saturday, September 25th.
- Office of Sponsored Programs Fall Workshop schedule was distributed.

The meeting was adjourned.

Respectfully submitted,


Lois Hall