

9-21-1999

Meeting Minutes

WKU Council of Academic Deans

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MINUTES

Council of Academic Deans Meeting Tuesday, September 21, 1999

Members Present: Bob Cobb, Eugenia Scott (representing Frank Conley), David Lee, Richard Kirchmeyer, Luther Hughes, Linda Brown-Ferguson (representing Martin Houston), Karen Adams, Robert Jefferson, Mike Binder, Mike Dale, Elmer Gray, John Petersen, and Jim Flynn

Guest: Mark Struss

I. Minutes of September 14, 1999, Meeting.

There was a correction to the minutes. Bob Cobb needed to be added to members present at the September 14, 1999, meeting.

II. Information/Clarification Items:

A. Facilities Improvement Plan (Mark Struss)

Mr. Struss discussed with the Council funds that have been established to cover small projects within departments. Mr. Struss asked for input and assistance from the Council to identify key areas that need attention. Facilities will prioritize those areas of need. Suggestions are to be e-mailed to Mark Struss.

B. Post-Tenure Review – Faculty Evaluation Forms – Confidentiality

There was discussion regarding the Post-Tenure Review faculty evaluation forms. If there is information in the faculty member's evaluation that would be of personal harm if viewed, it will be the discretion of the dean and department head to screen such information before forwarding to the peer committee. This information should be deleted from the copies forwarded to the committee and the dean should document what materials were omitted.

Peer Committee members need to be reminded that information seen and discussed is confidential and should not be discussed outside the committee.

C. Associate Degrees and KCTCS

Dr. Petersen discussed what is happening at the state level with associate degrees and their relation to KCTCS. There was discussion on the need to develop specific strategies as to what to do in relation to associate degrees and working with local technical institutions.

D. ***Assessment/Remedial Policy of CPE***

The Assessment/Remedial Policy has been delayed. Dr. Linda Pulsinelli will represent WKU at a meeting in Frankfort this week for discussion of the Assessment/Remedial Policy. More guidance will be given during the September CPE meeting.

E. ***CPE Definitions: Cooperative & Joint Programs***

CPE is currently working on definitions for cooperative and joint programs.

F. ***Report from Administrative Council***

- Parent's Weekend and Focus on Western will be held September 25
- Assessments are being made for the potential renovations of Diddle Area. Options should be available by spring.
- Budget projects – tuition proposals will be discussed at the next CPE meeting.
- Tom Hiles gave a development campaign update

G. ***Productivity Goals Due***

The Provost reminded the Council that productivity goals are due.

H. ***Leadership Studies – Meeting with Dr. Kurt Jefferson – October 10-11***

Dr. Kurt Jefferson will be on campus October 10-11 to discuss the development of leadership studies program. Various meetings will be scheduled to give the university community an opportunity to have discussion with Dr. Jefferson regarding a leadership studies program.

I. ***President Summit on Teacher Quality***

The Provost reported on the President's Summit on Teacher Quality held in Washington, D.C. A summary of the summit is being prepared and the Provost will give to the Council.

J. ***News Article – 9/20/99***

The Provost discussed the news article of September 29, 1999, printed in the *Daily News*. Concern for lack of confidentiality when serving on search committees was discussed. The Provost asked the Council to remind their department heads and faculty of their responsibility of maintaining confidentiality when serving on search committees or any other university wide committee.

Dr. John Petersen and Dr. Saundra Ardrey will be developing a training session on serving on search committees in particular.

K. *AASCU – Academic Leadership Institute*

The Provost discussed the Academic Leadership Institute that AASCU is sponsoring. Anyone interested in attending should email the Provost. One individual can be nominated to attend. The deadline is October 15. This program will be held February 11-13, 2000 in San Diego, CA.

III. Discussion/Action Items:

A. *Budget Request for 2000-01*

Carry forward requests need to be sent to Mike Dale.

Other items needed that are not in fund balance or carry forward should be included in Action Plans. The Action Plan Tracking Log was distributed which shows the status of action plans.

B. *AAHE Conference – Faculty Roles and Rewards*

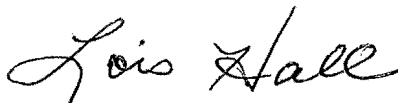
The AAHE Conference – Faculty Roles and Rewards will be held February 3-6, 2000 in New Orleans, LA. The theme for the conference is Scholarship Reconsidered. A copy of the AAHE Conference announcement will be sent to each dean and they should let the Provost know if they wish to participate.

Announcements/Items Distributed:

- Survey of Graduate Assistantship (Master's Level, Full-Time) was distributed.
- A delegation from Rostov will be on campus October 24-26 and host families would be appreciated. Let Dr. Petersen know if there is anyone interested. Brief credentials will be send to the deans.

The meeting was adjourned.

Respectfully submitted,



Lois Hall