

11-2-1999

Meeting Minutes

WKU Council of Academic Deans

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**MINUTES
COUNCIL OF ACADEMIC DEANS
TUESDAY, NOVEMBER 2, 1999**

Members Present: James Flynn, John Petersen, John Wassom (representing Robert Jefferson), Elmer Gray, Frank Conley, Marvin Leavy (representing Michael Binder), Michael Dale, Richard Kirchmeyer, Phillip Myers, Karen Adams, Martin Houston, David Lee and Robert Cobb

I. Minutes of October 26, 1999, Meeting. There were no corrections.

II. Information/clarification Items:

A. Department Heads/Directors Workday Agenda

The Provost will meet with the Department Heads Planning Committee to discuss agenda items. The Workday Agenda packets will be delivered prior to the workday.

Agenda Item D-3 from the CPE Meeting Agenda, The Systemwide Assessment and Placement Policy, was distributed for the Council to review. The recommended policy will be included on the workday agenda. Members from each college will be asked to meet and discuss the Systemwide Assessment and Placement Policy. Dr. John Petersen, the CPE liaison for Western will call the first meeting.

III. Discussion/Action Items:

A. Departmental Recruitment (Flynn)

There was discussion on proper procedures for departmental recruiting. After discussion it was decided that this should be handled within the department.

B. Reallocation Issue (Kirchmeyer)

WKU currently has a group Internet Services Provider agreement with Prodigy and at the current level of usage, will run out of money by March 2000. Information Technology has been put in a difficult position since they have no control in terms of costs, services, or quality of services. As of January 1, 2000, there will be changes to the home ISP services and funding. A focus group will be meeting on Wednesday 1:00-2:00 and 2:00-3:00 p.m. to discuss alternatives. The Council needs to let Robin Lovell know if they plan to attend the focus group meeting.

C. Budget Priority List Example (Flynn)

An example of the Budget Priority List was distributed for the Council's information. There are three different pieces on the budget development and the Council is to let Dr. Flynn know if they need this information again.

D. Four-Year Guaranteed Graduation

Programs need to be identified that would be inclined to offer the option of graduation guaranteed within four years. Colleges would need to coordinate this opportunity for

students to be able to move through their degree without glitches. The Provost asked Dr. Jim Flynn to coordinate with representatives from departments that would be involved to help guarantee that all departments use the same definition. Representatives should be identified to Dr. Flynn by the Wednesday before Thanksgiving (November 17). Deans are to make sure that departments have information ready to submit to the Academic Council to identify those programs that would be inclined to offer the option of graduation guaranteed within four years.

E. Unit Productivity/Institution Goals/Merit Rewards

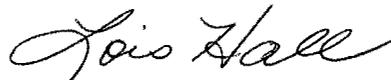
There was discussion on ways to develop reward systems that would reward the overall health and activity of an individual unit/department. Need to be creative in linking rewards to institutional goals.

F. Information Being Requested from Departments

Dr. Flynn discussed two issues that needed to be communicated with departments and asked how the Council wanted him to proceed. Dr. Flynn will send information to departments regarding performance indicators and the deans will poll department heads regarding the external advisory council. Dr. Flynn will send follow-up to department heads.

The meeting was adjourned.

Respectfully submitted,



Lois Hall