

11-23-1999

# Meeting Minutes

WKU Council of Academic Deans

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**MINUTES**  
**COUNCIL OF ACADEMIC DEANS MEETING**  
**TUESDAY, NOVEMBER 23, 1999**

**Members Present:** John Petersen, Elmer Gray, Michael Binder, Frank Conley, Martin Houston, Luther Hughes, Robert Jefferson, David Lee and Karen Adams, Robert Cobb

**Correction:** The Council Academic Deans Meeting Agenda should have been dated November 23, 1999 not November 22, 1999. Council members were requested to corrected their copies to the correct date of November 23, 1999.

**I. Minutes of November 16, 1999, Meeting.** There were no corrections.

**II. Discussion/Action Items:**

**A. Budget Issues**

The Provost will be presenting Academic Affairs budget requests to the Budget Council on December 9 and discussed with the Council budget issues and their priorities. The Council is to let the Provost know if there are other items that should be addressed during the presentation to the Budget Council on December 9.

**B. Early Retirement**

The Provost discussed the report from the Early Retirement Policy Committee with the Council. The Provost will respond to the Committee.

**C. Part-Time Payroll Form (Petersen)**

Discussion continued on changes that need to be made in the "draft" of the Terms of Employment and Assignment Temporary Part-Time Faculty Form. After discussion, it was determined to remove the stipend grade values from the form.

If a part-time faculty is to be paid a higher stipend than the normal rate, resources should be noted on the employment form or prior approval from the Provost is necessary prior to the submission of the part-time payroll. Further discussion will be held on part-time faculty salaries.

**D. Planning for Endowment Positions**

Discussion on planning for endowment positions will be held for a future meeting.

**E. Summer School Issues**

The Provost discussed with the Council what plans are being made in individual colleges for summer school. Ideas were discussed on ways to generate new monies to assist in establishing creative/innovative summers courses. Dr. Hughes will notify deans who they have nominated to represent their college.

**F. Planning to Access New Incentive Funds (CPE)**

The Provost reviewed the 2000-02 Capital Budget Recommendation from the Council on Postsecondary Education. The Council will have further discussions in the near future.

**G. *Reinstating Mid-Term Deficiencies***

Dr. Hughes discussed with the Council the possibility of reinstating mid-term deficiencies. After discussion, it was agreed that more discussion should be held regarding the reinstatement of mid-term deficiencies and Dr. Hughes will bring back to the Council at a future meeting.

***Announcements/Items Distributed:***

- Mr. Cobb distributed from the CPE, Action Agenda 1999-2004 Projected Enrollment, Retention, and Graduate Rates.
- Dr. Jefferson distributed a copy of the "draft" of the appointment letter for deans to share with their faculty for their input and revisions.
- Reminder of December Commencement. At least one-half of the faculty should be in attendance.

The meeting was adjourned.

Respectfully submitted,

  
Lois Hall