

12-7-1999

Meeting Minutes

WKU Council of Academic Deans

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MINUTES
COUNCIL OF ACADEMIC DEANS MEETING
TUESDAY, DECEMBER 7, 1999

Members Present: Mike Dale, Elmer Gray, Michael Binder, Robert Jefferson, Phillip Myers, Richard Kirchmeyer, Frank Conley, Karen Adams, Martin Houston, David Lee, Luther Hughes and Robert Cobb

I. Minutes of November 23, 1999, Meeting. There were no corrections.

A. Governor's Scholars Program: Teaching Opportunity

Information was distributed from the Governor's Scholars Program. The Governor's Scholars Program is offering outstanding faculty members an opportunity to teach in the Program this summer. Teachers will receive a stipend of \$5,000, plus room and board. Dr. Hughes has information if anyone is interested.

B. "Evaluating Academic Departments: Best Practices, Institutional Implications"

"Evaluating Academic Departments: Best Practices, Institutional Implications" by Jon F. Wergin and Judi Swingen of Virginia Commonwealth University was distributed to the Council for their information.

C. World Cultural Council Awards

Information was given to the deans of Education, Ogden and Potter Colleges.

D. New Xerox Printing Services

The Executive Summary on the New Xerox Printing Services was distributed. The new services will begin January 1, 2000. The services have been expanded to accommodate on-campus offices and will be more market competitive. The new service will allow jobs to be submitted electronically.

E. Administrative Council Update

- ◆ With the move of Accounts Payable to the Service and Supply Building, payroll checks will be delivered to individual buildings.
- ◆ President Ransdell and Dr. Julia Roberts will be making a presentation to the P16 Council on the Kentucky Academic of Mathematics and Science on Thursday.
- ◆ Options are being considered for the property at the corner of Campbell Lane

F. New Faculty Feedback (Jefferson)

A copy of an email from Dr. Robert Jefferson was distributed that discussed ideas and concerns that emerged from the College of Business on ways to enable new and continuing faculty to better meet their goals and program responsibilities.

G. Davies Response to KVHS

A copy of Gordon Davies' response to President Ransdell on the establishment of the Kentucky Virtual High School was distributed to the Council for their information.

H.

Certificate Program Guidelines "Draft" (KCTCS)

The Certification Program Guidelines "Draft" from KCTCS was distributed for review and discussion.

III. Discussion/Action Items:

A. Academic Support Programs

A copy of the editorial from Aaron Hughey that appeared in the *Daily News* was distributed for discussion. A support system needs to be in place that would offer assistance to students that are having difficulties. This could be the biggest single effort that could assist in graduation rates.

Promotion and Tenure process was discussed during this discussion and it was the consensus of the Council that there needed to be further discussion and sharing on promotion and tenure documents and practices. A committee of faculty members will be formulated to discuss promotion and tenure documents and practices.

B. Summer School Recommendations

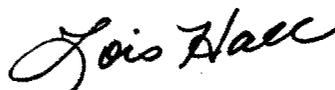
This item will be held for the next Council of Academic Deans Meeting.

IV. Information Distributed/Announcements:

- ◆ Office of Sponsored Programs consultant, Julie Cole, will be on campus March 9 and 10 and will be meeting with different areas on campus.
- ◆ Deans are to let Lois Hall know their schedules and where they can be reached during the holidays.
- ◆ EEO/AA Guidelines were distributed. The Council is to make sure all committees have these in their possessions.
- ◆ Mr. Don Vitale and Ms. Sallie Bingham, Honorary Doctorate Recipients will be participating in seminars and a reception to follow on December 17 at the Kentucky Building. The Provost asked the Council to assist in encouraging faculty/staff to attend this function.
- ◆ Reminder of Commencement attendance.
- ◆ Dr. Jim Flynn needs the names from individual areas that will be representatives on the 4-Year Guaranteed Graduation Committee as soon as possible.
- ◆ Announcement for Global Automotive Conference, March 28-30, 2000, was distributed.
- ◆ *Newsline* from AACSB - The International Association For Management Education was distributed.
- ◆ A memorandum from Freida Eggleton, Registrar was distributed regarding the amendment of administrative policies. This will be discussed at the next Council meeting.
- ◆ A portion of information presented by Dr. Kirchmeyer to the Budget Council was distributed. This will be discussed at the next Council meeting.
- ◆ A "Draft" of the 2000-2001 Operating Budget Request was distributed for review. A final copy will be distributed after feedback, corrections, etc.
- ◆ A "Draft" of the Progress Report on Strategic Plan Performance Indicators was distributed for review.
- ◆ Council members are to let Dr. Kirchmeyer know what areas would be affected with the loss of power on campus.

The meeting was adjourned.

Respectfully submitted,


Lois Hall