

9-18-2000

Meeting Minutes

WKU Council of Academic Deans

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**MINUTES
COUNCIL OF ACADEMIC DEANS
TUESDAY, SEPTEMBER 18, 2000**

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

Guest: Len Kogut

I. Minutes of Tuesday, August 22, 2000 and Tuesday, September 5, 2000, Meetings. There were no corrections.

II. Information/Clarification Items:

A. Report from Governor's Conference and CPE Meeting

The Provost reviewed information that was distributed at the meeting and will forward copies to the Council. The CPE staff will be visiting the campus sometime in October or November.

Trish Jagers, a non-traditional student represented Western on a panel. It is clear that non-traditional students need to be targeted.

The Provost discussed the KYVU survey and after the discussion, asked Mr. Cobb to study Western's 38 county region to determine what type of student is taking WEB courses.

B. Budget Constraints for 2000-01

The Provost discussed the health insurance deficit concerns. The Provost asked the Council to speak with Mr. Dale if anyone needs to use any of the lapse salaries.

C. Academic Priorities - Jim Flynn

Dr. Flynn distributed a "draft" of the academic priorities and ask the Council to review and give him revisions/additions as soon possible.

D. Status Report on Budget Issues - Mike Dale

Mr. Dale updated the Council on staffing plan process. Mr. Dale reminded the Council that requests for the equipment pool is due to him today, September 18, so a report can be prepared and forwarded to the CPE by October 2.

A "draft" of colleges goals was distributed for review.

III. Discussion/Action Items:

A. Four-Year Degree Guarantee Program - Jim Flynn

A "draft" of the Four-Year Degree Guarantee Program was distributed for discussion. Dr. Flynn will call a meeting to discuss revisions and concerns.

B. Revised Travel Policy - Len Kogut

Dr. Kogut discussed the many concerns that had been forwarded to the Provost from the Council on the possible revisions of the Travel Policy. Dr. Kogut will review the IRS regulations for clarification, where travelers can use the tax exempt number, and high/low cities on per diem.

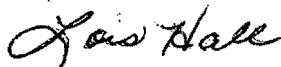
Dr. Kogut encouraged the use of blue slips. This saves the expense of state tax.

Announcements:

- ◆ November 13-14, Student Retention Conference in Morehead. The Council is to let the Provost know if individual colleges want to send a representative. The names will be submitted on Wednesday, September 19.
- ◆ Staff Awards - Lauri Warden will represent Academic Affairs in staff awards selections.
- ◆ 4th Week Assessment forms were due last week- deans need to remind department heads to get those submitted.
- ◆ SACS Workshop - one or two representatives are needed from each college. The deans are to send those names to John Petersen.

The meeting was adjourned.

Respectfully submitted,



Lois Hall