

10-31-2000

Meeting Minutes

WKU Council of Academic Deans

Follow this and additional works at: http://digitalcommons.wku.edu/coun_acad_dean



Part of the [Higher Education Administration Commons](#)

Recommended Citation

WKU Council of Academic Deans, "Meeting Minutes" (2000). *Council of Academic Deans*. Paper 838.
http://digitalcommons.wku.edu/coun_acad_dean/838

This Article is brought to you for free and open access by TopSCHOLAR®. It has been accepted for inclusion in Council of Academic Deans by an authorized administrator of TopSCHOLAR®. For more information, please contact topscholar@wku.edu.

MINUTES
COUNCIL OF ACADEMIC DEANS MEETING
TUESDAY, OCTOBER 31, 2000

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

I. Minutes of Tuesday, September 18, 2000, Meeting. There were no corrections.

II. Information/Clarification Items:

A. Enrollment Update (Hughes)

Dr. Hughes gave the total headcount for the Fall 2000 at 15,516. The Provost complimented the faculty/staff for their great efforts in increasing the African American student enrollment. Dr. Hughes also complimented CJ Woods and the Minority Support Services for doing a great job in following up with the African American population at Western.

B. Summer School (Hughes/Burch)

Discussions continued on the need to be creative in course offerings for summer school to assist in increasing enrollments during summer school.

Dr. Hughes will finalize and forward to the deans revenue distribution information for summer school 2000.

Future discussions will need to be held regarding the hiring of faculty for the off-campus centers. Mr. Cobb will prepare a longitude report breakdown by college, department and by center.

C. Unit Productivity Awards 99-00 (Burch)

The 1999-2000 Unit Productivity Awards were announced. The department will have an account and will be available to the department for a three year period. Special exceptions for more than three years need to be requested through the Provost. Congratulations letters will be sent by the end of the week.

D. New Positions for 2000-01

The Provost discussed with the deans the possibility of new positions for the 2000-2001 academic year.

E. 4-Year Planning for Graduation Program (Flynn)

Dr. Flynn distributed the latest version of WKU's "On Track To Graduate" program that was formally the 4-year guaranteed graduation plan for discussion. It was the consensus of the Council to implement WKU's "On Track To Graduate Program: The 4-Year Degree Plan. The Provost will communicate this to the faculty. Department heads need to be notified immediately of this changed and need to be included in the revised catalog copy.

F. Deans, Departments Heads and Directors Work Day - November 28 (7:30 a.m. - Noon)

Deans are to send agenda items to the Provost's Office.

G. *Chronicle Article (Gray)*

Dr. Gray reviewed an article from the *October 27, 2000 issue of The Chronicle*, "The Future of Colleges: 9 Inevitable Changes" with the Council.

H. *Leadership Studies (Flynn)*

Undergraduate and Graduate Leadership Studies Programs were distributed for discussion. The Committee is recommending a certificate program. It was the consensus of the Council to forward to Graduate Council and then to the University Curriculum Committee in November.

III. *Discussion/Action Items:*

A. *Workload Overview (Cobb)*

Mr. Cobb discussed with the deans the development of a workload tracking system that would accurately track workloads. A "draft" memorandum was distributed to the deans that is addressed to the department heads introducing the workload tracking system.

Mr. Cobb distributed a copy of the spreadsheet example that will be used for the departments to load their individual information on.

The 5-year average by individual colleges was distributed.

Mr. Dale distributed the Spring 2000 workload. Deans are to have department heads identify information and return to Mr. Dale for updates and corrections.

B. *Developing Targets*

Discussed during workload overview.

C. *Financial Challenges: Implications, Options and Decisions for the Division (Burch/Dale)*

Discussions continued on the budget process and the priorities that need to be established.

D. *Revised Travel Regulations*

Final revisions of the Travel Policy are being completed and will be distributed next week.

E. *Information Technology Strategic Plan (Kirchmeyer)*

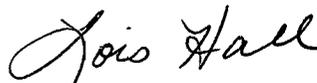
Dr. Kirchmeyer discussed the Strategic & Operations Plan for Information Technology "draft" with the Council.

F. *Budgetary Support for Brochure for Professional Masters' Programs (Gray)*

Dr. Gray discussed the need for budgetary support for the printing of the brochures for the professional Masters' Programs. It was the consensus of the Council to pay for the printing of the brochures.

The meeting was adjourned.

Respectfully submitted,



Lois Hall