

12-12-2000

# Meeting Minutes

WKU Council of Academic Deans

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**MINUTES**  
**COUNCIL OF ACADEMIC DEANS MEETING**  
**DECEMBER 12, 2000**

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

**Guest:** John Osborne

**I. Minutes of Tuesday, October 24, 2000 and October 31, 2000, Meetings.** There were no corrections.

**II. Discussion/Action Items:**

**A. Facilities Survey - John Osborne (Time Certain 8:00 a.m.)**

John Osborne addressed the council in the six-year capital plan and the need for added information not factored into the process. A copy of the memorandum sent from the Provost was distributed for questions and clarifications on the space needs survey. With the closing of the University on December 18, the submission deadline for the space needs survey was extended to January 5, 2001. The formal plan will be submitted to the Board of Regents at their April meeting.

**B. Postage Increase**

The memorandum from Marshal Gray was distributed notifying that the US Postal Service planned implementation date for the new postage rates would be January 7, 2001.

**C. Payment for Food for WKU Employees**

The Provost discussed with the Council concerns of recent discussions/policy implementations that would prohibit food being served to WKU employees at meetings held on campus. Further discussions will be held to determine how this can be reasonably done.

**D. International Student Growth**

The Provost discussed with the Council growth in international students and the need to have further discussions in regard to tuition/fees and international student recruitment. The Provost asked Dr. Hughes to look at the demographics in relation to the tuition/fees committee and international students. Dr. Gray will discuss with Dr. Caillouet recruitment needs for graduate studies. International student recruitment will be added to the next Council's agenda.

**E. CPE/CCAO Meeting Report**

The Provost updated the Council on the recent CPE/CCAO Meeting on December 1, 2000.

**F. Administrative Council Report**

The Provost updated the Council on the last Administrative Council meeting. A refined Closing Procedures Policy is forthcoming. The Tuition/Fees Committee structure will be discussed with the Administrative Council and Council of Academic Deans.

**G. CPE Program Review Update**

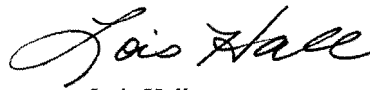
A "Draft" of the CPE Program Review was distributed for Council information only. Dr. Flynn asked the Council to review and let him know of revisions as soon as possible since the report is due in Frankfort on December 15, 2000.

**H. On Track to Graduate: The 4-Year Degree Plan**

A "Draft" of the On Track To Graduate: The 4-year Degree Plan was distributed for review. This will be placed in the new catalog. The Council was in agreement of the wording.

The meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lois Hall".

Lois Hall