

6-25-2002

Meeting Minutes

WKU Council of Academic Deans

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Minutes
Council of Academic Deans
Tuesday, June 25, 2002

Members Present: John Petersen, Elmer Gray, David Dunn, David Lee, Mike Binder, Michael Dale, Dan Myers (representing Robert Jefferson), Luther Hughes, Steve Haggbloom (representing Karen Adams), Blaine Ferrell, Eugenia Scott (representing Sherry Reid), James Flynn and Bob Cobb

I. Minutes of Tuesday, May 7, 2002, Meeting. There were no corrections.

II. Information/Clarification Items:

A. Fall Enrollment – Meeting Student Needs

The Provost expressed her appreciation of the Deans in assisting in meeting student needs of classes for the fall semester.

B. Summer School – Budget/Faculty Compensation

The Provost clarified the \$586,000 for additional summer school salaries to the Council. The Provost asked the Deans to assist in explaining why salaries did not increase for the 2002 Summer School.

C. Space Issues - Classroom/Office Availability

The Council should report any space needs to the Provost as soon as possible.

D. For Future Discussion and Action – Report: Part-Time Faculty

The recommendation from the Ad Hoc Part-Time Faculty Committee was distributed. There was discussion of the need to increase part-time faculty salaries. The Provost asked the Deans to discuss within their individual departments and be prepared to discuss at the Deans Retreat in August.

E. Program Review - duplicate

F. Off Campus Obligations

The Provost reminded the Council to let Lois Hall know when they plan to be out of town.

G. Unit Productivity Award Review Process (Flynn)

Dr. Flynn discussed the Unit Productivity Award Review Process with the Council.

H. Academic Program Review Profess (Flynn)

Dr. Flynn distributed the list of Academic Program Review Committee members for 2002-2003 and the tentative schedule of programs that will be reviewed in 2002-2003.

Dr. Flynn asked for Academic Program Review committee member recommendations from each Dean.

I. Guidelines and Timetable for Faculty Salary Adjustments for FY 2002-03

The Provost discussed with the Council the guidelines and timetable for faculty salary adjustments. The Provost asked the Deans to identify priority positions. The Provost will set parameters with special exceptions and develop a worksheet to assist in recommending flat block amounts.

III. Discussion/Action Items:

A. Cost Sharing Policy "Draft"

The Provost asked the Council to review the Cost Sharing Policy "Draft" and send any questions/comments to Dr. Phil Myers and copy the Provost by June 30.

B. Council of Academic Deans Retreat – August 5-6, 2002 (Park Mammoth Resort)

C. School Opening – Convocation/Professional Development Opportunities

The Provost asked the Council to let her know if any professional development opportunities that are being planned for the opening of the fall semester. The Provost will send a reminder.

D. Budgetary Outlook for 2002-03

The Provost discussed the budget outlook for 2002-02 with the Council. As information is available she will share with the Council.

E. Follow-up – Recording of Grades

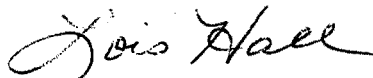
The Provost discussed with the Council why grades were not recorded. The Deans reported from each college. The Provost asked the Deans to continue to remind the faculty the importance of reporting grades on time.

Other Items Distributed:

- Mr. Cobb distributed a list of students who are currently enrolled that should graduate by August. Mr. Cobb announced we are within 30 students of meeting our graduation goal.

The meeting was adjourned.

Respectfully submitted,



Lois Hall