

10-15-2002

Meeting Minutes

WKU Council of Academic Deans

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MINUTES
Council of Academic Deans
Tuesday, October 15, 2002

Members Present: Elmer Gray, David Dunn, Phillip Myers, David Lee, Michael Dale, Sherry Reid, Sam Evans (representing Karen Adams), John Hardin, Robert Cobb, Luther Hughes, James Flynn, John Petersen and Blaine Ferrell

I. Minutes of Tuesday, October 1, 2002, Meeting. There were no corrections.

II. Information/Clarification Items:

A. Administrative Council Update

- Travel agency surcharges were discussed
- Legislative updates were distributed to the Council. The Provost asked the Council to pay particular attention to their individual colleges within the legislative updates
- Schneider Hall – discussions are continuing on the future use of the building
- Continued discussions on health insurance issues

B. 2003 Governor's Scholars Program – Faculty Recruitment

Information was distributed for the 2003 Governor's Scholars Program. The Program is seeking faculty to teach during the 2003 Program. The Provost asked the Deans to share with their Departments Heads so they can share with their faculty.

III. Discussion/Action Items:

A. Surcharges by Travel Agencies

The Provost discussed with the Council any concerns they have with surcharges by travel agencies and how it effects the Academic Affairs Division budgetary.

B. New Division – Extended Learning and Outreach

The Provost reviewed the New Division -- Extended Learning and Outreach proposal with the Council. The Proposal will be presented to the Academic Affairs Board of Regents Committee.

C. Workday/Retreats for Deans/Department Heads

The Provost will be sending an email polling the Council for possible workday/retreat dates for Deans and Department Heads.

D. Current Budget Situation

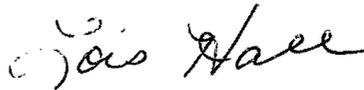
The Provost discussed possible budget cuts and the possible effect on Academic Affairs. The Provost asked the Council to start reviewing their individual colleges to assist in developing several contingency plans in preparation of a possible budget cut. The Deans are to review the ongoing enrollment pressures and how budget cuts will effect their colleges. The Provost will give directives on the contingency plans deans are to prepare.

Other Items:

- A reminder was distributed from Dr. Flynn for Action Plans for 2003-04 due date of October 15, 2002.
- Mr. Dale reminded the Council for the need of names of faculty/administrative staff/support staff that need to be addressed by the Gender/Equity Committee as soon as possible.
- Several meetings have been scheduled with departments for Mr. Dale and Mrs. Hunton to assist in training for BANNER and other needs the departments might have. Mr. Dale reminded the Council of their availability for such meetings.
- Action Agenda funds are now in regular accounts – no longer grant accounts. Requests have been submitted for new accounts for Action Agenda funds – new accounts might not be set up until November. Mr. Dale will continue to work with Accounting in getting these accounts established.
- Dr. Hardin announced that the University Diversity Advisory Council has purchased 4500 minority/women doctorate degree students' names and mailing labels will be sent to the appropriate college dean's office for distribution accordingly. Those names will be tracked to determine if recruitment pools are expanded by the purchase of these names.
- Dr. Hughes will ask Freida Eggleton, Registrar, to join the next Council meeting to discuss responsibilities of the Catalog editing of departmental narratives.
- Dr. Lee distributed the Cultural Enhancement Brochure
- Dr. Petersen distributed a "draft" of the Ten-Month Faculty Position policy for review. It was the consensus of the Council to approve the Ten-Month Faculty Position policy with 21 workdays per month.
- Dr. Kirchmeyer gave a status update on the network.

The meeting was adjourned.

Respectfully submitted,


Lois Hall