

7-14-2009

Meeting Minutes

WKU Council of Academic Deans

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WKU Council of Academic Deans, "Meeting Minutes" (2009). *Council of Academic Deans*. Paper 987.
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**MINUTES
COUNCIL OF ACADEMIC DEANS
TUESDAY, JULY 14, 2009
9:00 A.M.**

MEMBERS PRESENT: Dean Kahler, Craig Cobane, Sherry Reid, Don Swoboda, Blaine Ferrell, Sam Evans, Richard Miller, Ladonna Hunton, Alecea Davis, Doug McElroy, Sadiq Shah, Cornell Menking, Dennis George, and Richard Bowker.

GUESTS PRESENT: Steve Wells for William Tallon, Jerry Barnaby, and Tuesdi Helbig for Robert Cobb.

I. INFORMATION/CLARIFICATION ITEMS:

A. Administrative Council Update

Dr. Burch indicated Administrative Council discussed utility costs and it appears the budget is sufficient to cover expenses and enable departments to put a few things in place to keep the costs down in the coming year.

Johnson Controls has a contract in place to look at our efficiencies. It has been determined our savings will pay for the cost of the contract.

There will be a change in the traffic flow beginning August 15, 2009 to 2-way traffic on College Heights Blvd. between State Street and Hill Top Drive. The intersection of College Street and College Heights Blvd will be a 3-way stop.

Additional changes to traffic will occur on the top of the hill next year.

There was discussion regarding the location for the new College of Business building and discussion regarding a new Alumni Building.

Dr. Swoboda will send Dr. Burch a reminder regarding the change in parking.

Dr. Burch asked Dr. Ferrell to determine if Agriculture needs the building on the band practice field.

Dr. Burch discussed the Search Committee for the position of Provost. President Ransdell will ask Distinguished Professors to

serve on the Committee. Dr. Richard Miller will also be on the Committee. She indicated that Deans will have time to meet with each candidate. The selection should be completed by May 2010.

President Ransdell will attend one hour of the CAD Retreat scheduled for July 28-29, 2009.

Dr. Robert King, CPE President, will be on campus August 12-13, 2009. Dr. Burch asked the Deans to let her know if they have items they wish to discuss with President King.

B. Mandatory Health Insurance for Study Abroad Participants

Jerry Barnaby distributed information regarding a mandatory health insurance plan (Travel Abroad Insurance Plan) for all students enrolled in a study abroad program. There was discussion regarding including the cost for the insurance in the cost for the study abroad program and advertise insurance coverage is included in the cost of the program. There was also discussion regarding the difficulty to keep track of all students that accompany faculty abroad and that they too need to be required to have this health insurance before leaving the country.

The Council of Academic Deans agreed the Travel Abroad Insurance Plan with Academic Health Plans will be mandatory for all study abroad students.

Dr. Cornell Menking presented a proposal regarding Personal Liability Insurance for faculty leading study abroad trips. There was discussion regarding the policy with Chubb: Great Northern Insurance. The estimated annual premium is \$4990. Dr. Burch indicated we should pay the cost to cover faculty.

C. BOR Meeting – July 30-31, 2009

The Board of Regents retreat and meeting is scheduled for July 30 – 31, 2009. Dr. Burch asked deans to attend the meeting on July 31 at MMTH if they have items of interest on the agenda. Alecea will send a reminder to those with items on the agenda.

D. Report on CPE Agenda

Dr. Burch indicated we will be asked to provide the cost savings report to the Council every 2 – 3 months.

The discussion regarding General Education will begin with Provosts on July 24, 2009.

E. CAD Retreat

Dr. Burch indicated she will forward the agenda for the CAD Retreat in the next few days.

F. Other

Dr. Miller distributed a handout regarding Extended Campus Part-time Adjunct Reimbursement.

Dr. Burch announced the Small Business Development has moved into the College of Business Administration.

There was discussion regarding the Flagship Program. All 15 slots for Fall 2009 have been filled.

Dr. Dean Kahler reported NAVITAS is looking closely at WKU. There is concern regarding the attractiveness of Kentucky vs. Florida or California. Dr. Burch and Dr. Kahler will be leaving for Australia on August 1 to visit several NAVITAS campus locations.

Dr. Kahler discussed the WKU readmit policy. Dr. Burch asked Dr. Kahler to look at data of those students who have been dismissed. This topic will be discussed at the CAD Retreat.

Dr. Kahler distributed an enrollment report for Fall 2009.

Dr. Kahler invited all Deans to attend a meeting scheduled for today at 1:00 p.m. in the large conference room. Stromberg will show a demonstration for an attendance monitoring device.

Dr. Tuesdi Helbig asked Deans to think about questions they would like to include in a survey to recent graduates.

Dr. Dennis George indicated WKU is gaining national recognition for being military friendly. He stated we can look beyond Fort Knox.

Alecea Davis asked Deans to remind new faculty of events scheduled in the next few weeks for them to attend. Dr. Burch emphasized Deans need to discuss the programs with new faculty and let them know they are required to attend all portions of the programs.

Dr. Burch asked Deans to review the brag points to go to the Board of Regents. Alecea will send the entire document for deans to review.

II. DISCUSSION/ACTION ITEMS:

A. Tim Eatman Visit – August 27

This topic will be discussed at a future meeting of the Council of Academic Deans.

B. Summer Needs re: Curriculum Approvals

This topic will be discussed at a future meeting of the Council of Academic Deans.

C. Minority Faculty Hiring Proposal

Dr. Richard Miller presented the Revised Draft Proposal for Hiring African-American Faculty and Administrators. He indicated the position should be built into the department's staffing plan. Dr. Miller also indicated it is important to build in a Professional Development Plan for these faculty. Dr. Miller presented the budget. The Council of Academic Deans approved the proposal. Dr. Miller will move forward with the proposal.

D. Other

Dr. Sadiq Shah distributed information from the National Science Foundation. There was discussion regarding scholarship opportunities for students.

Respectfully submitted,


Teresa Jackson