

3-8-2017

# Meeting Minutes

WKU Council on Academic Deans

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**Council of Academic Deans  
Minutes  
March 8, 2017  
1:30 p.m.**

**Voting Members Present:** Cheryl Stevens, Margie DeSander (for Sam Evans), Deana Groves (for Connie Foster), Jeff Katz, Scott Lyons, Larry Snyder, Dennis George, and Neale Chumbler.

**Advisory Members Present:** David Lee, Craig Cobane, Cheryl Davis, Doug McElroy, Sylvia Gaiko, Beth Laves, Ladonna Hunton, and Amber Scott Belt.

**Guests Present:** Todd Cheever, Anna Williams, Jim Cummings, Le Ann Sowell, Heather McWhorter, Jenny Pyle, and Adriana Bitoun

**I. Approval of February 22, 2017 Minutes**

Dean Snyder made a motion, seconded by Dean Katz, to approve the minutes from the February 22, 2017 CAD Meeting. The motion passed without dissent.

**II. Approval of November 16, 2016 Revised Minutes**

Dean Katz made a motion, seconded by Dean Snyder, to approve the revised minutes from the November 16, 2016 CAD Meeting. The motion passed without dissent.

**III. Information Items:**

A. Crowdfunding

Adriana Bitoun shared with deans and guests an overview of the concept of crowdfunding. Ms. Bitoun indicated that this is not a typical business model in that social media is the platform used to circulate information and drive up interest. She emphasized that this model is typically used for short-term campaigns.

Heather McWhorter shared with deans and guests an overview of the WKU Crowdfunding website. She emphasized that this is a popular model used to attract younger donors. She also indicated that this is a grassroots type of campaign model. The WKU pilot program has been named “Spirit Funder” and was made possible through support of Provost Lee. Ms. McWhorter confirmed for Dean Stevens that these were tax free contributions.

Jenny Pyle shared with deans and guests an outline of how the program will work. She also indicated academic and other programs requests may be submitted to [SpiritFunder@wku.edu](mailto:SpiritFunder@wku.edu) with the subject line “Spirit Funder Idea”. Ms. McWhorter confirmed for Dr. McElroy that Spirit Funder funds usage will fall

under the same guidelines as WKU Foundation funds. Deans were asked to submit some initial crowdfunding ideas and a contact (typically social media lead) for each college to participate in training.

#### **IV. Discussion Items:**

##### **A. Sabbatical Travel Reimbursement**

Jim Cummings confirmed for deans and guests that professional development funds may be used for sabbatical travel. Additionally, Mr. Cummings also indicated that travel for the purpose of development/advancement may be reimbursed to deans using state funds. It is important to note that when a dean requests specific reimbursement for dinner with a potential donor, the dean should not submit reimbursement for per diem that would have normally covered the particular meal in question.

Mr. Cummings encouraged deans and guests to visit the Frequently Asked Questions site maintained by the Travel Office for additional information. He also indicated that there is not a new travel policy in the works. Mr. Cummings also shared that the TopShop portal has an option to allow electronic submission and approval of travel vouchers. His office has viewed a demo and does plan to roll out some version of that in the future.

##### **B. Fulbright Scholar Awards – Faculty**

Dr. Cobane provided deans and guests information concerning upcoming Fulbright program opportunities for faculty and students. Meaghan Dolan, Fulbright Program Officer, will be on campus April 4<sup>th</sup> and 5<sup>th</sup>. Dean Katz shared his support for the Fulbright Scholar opportunities, but he strongly encouraged establishing partnerships/relationships with Fulbright supportive institutions in other countries. He also suggested that faculty consider both Fulbright and Sabbatical opportunities consecutively.

Respectfully Submitted,

Amber Scott Belt