

3-31-1998

Agenda & Meeting Minutes

WKU Council of Academic Deans

Follow this and additional works at: https://digitalcommons.wku.edu/coun_acad_dean



Part of the [Higher Education Administration Commons](#)

Recommended Citation

WKU Council of Academic Deans, "Agenda & Meeting Minutes" (1998). *Council of Academic Deans*. Paper 1235.
https://digitalcommons.wku.edu/coun_acad_dean/1235

This Article is brought to you for free and open access by TopSCHOLAR®. It has been accepted for inclusion in Council of Academic Deans by an authorized administrator of TopSCHOLAR®. For more information, please contact topscholar@wku.edu.

AGENDA
Meeting
Council of Academic Deans
March 30, 1998, 10:00 a.m.
Conference Room, Second Floor--WAB

- I. Minutes of the 3, 1998, Meeting
- II. Information/Clarification Items:
 - A. Retreat Dates--Deans--Department Heads
 - B. Spring Academic Assembly
 - C. Salaries Update
 - D. Administrative Council Update
- III. Discussion Items:
 - Ethnic Relations Task Force--John Hardin, Howard Bailey, and John O'Connor (10:30 a.m.--Time Specific)
- IV. "Happenings"
- V. For Future Agendas:
 - A. Annual Institutional Report/Quality of Educational Outcomes
 - B. Off-Campus Offerings (B. Cobb)
 - C. Out of State Portion of Tuition Waiver (L. Hughes)
 - D. Revised Proposal for: Faculty Scholarship Council and Faculty Scholarship Opportunities (E. Gray)
 - E. Virtual University--Team Representing Western at the Conference in Denver (Elmer Gray, Sally Kuhlenschmidt, Robert Dietle, Freida Eggleton and Charles Anderson)
 - F. Emeriti/Retired Faculty--Recommendations for Recognition/Benefits--(J. Petersen)
 - G. Early Retirement Options--(J. Petersen)
 - H. Transfer Framework (K. Wallace)
 - I. Web Courses--Leroy Metzger
 - J. Improving Coordination and Need for Reasonable Response Times to Fulfill University Administration Requests for Data and Reports (R. Jefferson)
 - K. Proposed Eligibility Guidelines--Faculty Awards in Teaching, Research/Creativity and Public Service
 - L. Service Learning--Jerry Wilder and Susan Zimmerman--April 14--11:00 a.m.--Time Specific
(College Deans Only)
- VI. Items for Distribution:
 - A. Alcohol Use Policy/Draft
 - B. Capital Construction Status Report

MINUTES
COUNCIL OF ACADEMIC DEANS
MARCH 31, 1998, 10:00 a.m.

Members Present: John H. Petersen, L. Paul Rice, Elmer Gray, Robert W. Jefferson, David D. Lee, Carl R. Martray, Martin R. Houston, Phillip E. Myers, Michael B. Binder, Luther B. Hughes, Robert Allen Cobb, and Charles M. Anderson.

I. Minutes of the March 3, 1998, meeting were distributed. There were no corrections.

II. Information/Clarification Items:

- A. Retreat Dates--Deans--Department Heads--**Dr. Burch ask the deans to provide information on dates they have blocked out for vacation or other commitments during the months of June and July by the end of the week. The department heads will be polled similarly.
- B. Spring Academic Assembly--**will be scheduled sometime during Inaugural Week.
- C. Salary Update--**Salary recommendations and the recommended operating budget for 1998-99 will be considered separately at the May 15, 1998, Meeting of the Board of Regents.
- D. Administrative Council Update--**one of the items being discussed is a plan to improve aesthetics of the campus. The deans were asked to share areas within their colleges that need attention inside the academic buildings as well as the grounds.

III. Discussion Items

- A. Ethnic Relations Task Force--John Hardin, Howard Bailey and John O'Connor--**This committee has been charged by the President to respond to Item 32 of the "Fisher Report" which states:

Several African-American students assert that "Western is not especially friendly to Blacks." These students evince an almost indefinable sense of cultural and social isolation, and several observed with respect to the administration that 'it isn't that no one cares, its just that they don't seem to know what to do.' While such feelings on the part of African-American students are not unusual in 'majority' state universities, they should not be ignored, and the President would be wise to extend his hand in a highly visible fashion to African-American students on campus, find out what their concerns are, and (as necessary) develop an action plan."

Before making a recommendation to the Presidents for an "action plan" the Committee sought the advice and consensus of the deans. The deans unanimously agreed that in such cases where racial biases were displayed by faculty, staff or students that appropriate steps should be taken to eliminate such displays and to ensure a "friendly" campus environment for all of our citizens. And, each dean emphasized their desire to be notified of any specific instances of displays of racial bias within their colleges.

The Council of Academic Deans will adopt a position statement to this effect. Dr. Burch asked John Petersen to draft such a statement for consideration at the next meeting of the Council of Academic Deans.

- B. Working Draft of the Instructional Indices Report--**Bob Cobb distributed a draft copy of the report to the deans with a request that they review it and notify him of any changes/corrections that need to be made by April 15.

- C. POD Update**--April 2 is the deadline for the latest revision of the proposals for Programs of Distinction. Dr. Robert Shirley will be on campus the afternoon of April 13 and all day April 14. Dr. Burch will get back to the deans on Monday to confirm an itinerary with them.

Dr. Burch distributed two items:

- Alcohol Use Policy/Draft--This item will be on the April 13 agenda of the Administrative Council. They are asking for input/observations by E-mail from the deans within the next few days.
- Capital Construction Status Report--indicates the projects and a contact person for updates on status. This information will be available soon on WEB Site.

Other Items for Information:

- Dr. Burch indicated that the procedure for funding Unit Productivity Awards from year-end monies will be similar to the process followed last year. More information will be forthcoming.
- Dr. Petersen passed out the revised form for approval to engage in consultant services for the deans input before finalizing.
- Dr. Viola Miller, Secretary, Cabinet for Families and Children, will be featured at the Women's Studies Annual Awards Luncheon, April 3, 1998, 11:45-1:45 p.m. at the Institute for Economic Development. Dr. Gray invited the deans to attend if they wished.
- Dr. Phil Myers announced up-coming workshops:

April 22 or 23, Cravens 111, 1:30 -4:30. This three-hour workshop offers step by step practical exercises in planning proposal budgets for anyone who works with grants.

Learning Resource Network Grant Workshop scheduled may 18 through 22, Cravens 111. This week-long workshop is designed to introduce the concept of proposal development and to encourage the formation of collaborative teams of two or more consisting of faculty/staff members from different colleges or divisions. The workshop is designed for full-time employees from all areas of the university.

Meeting adjourned.

Respectfully submitted,



Kayelene R. Russell