

1-27-2004

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" (2004). *Council of Academic Deans*. Paper 1238.
https://digitalcommons.wku.edu/coun_acad_dean/1238

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.

MEETING
COUNCIL OF ACADEMIC DEANS
TUESDAY, JANUARY 27, 2004
WETHERBY ADMINISTRATION BUILDING
ROOM 239

- I. Information/Clarification Items:
 - A. Diversity Planning for Endorsement Match (Hardin)
 - B. CPE Key Indicators & Goals
 - C. DLE Enrollments

- II. Discussion/Action Items:
 - A. Relay for Life (Brenda Moore/Students; Time Certain 9:30 a.m.)
 - B. Cell Phones
 - C. Subscription/Dues/Accreditation Fees
 - D. Budget Reductions

- III. Future Agenda Items:
 - A. Review Hiring Practices (Deans only)
 - B. Post Tenure Review Policy Implementation Procedures (Deans only)
 - C. Dr. Gene Tice to Discuss Student Affairs
 - D. Policy for Administration of Final Grades
 - E. Academic Advising
 - F. Email Faculty/Staff – All (Richard Kirchmeyer)
 - G. Summer School Schedule
 - H. Incentive Funds for Grants
 - I. University Senate Study/Recommendations
 - J. Grade Reporting/Commencement/Semester(s) Schedules/Summer School
 - K. Recommendation from Committee on Vacation Pay for Grant Employees

COUNCIL OF ACADEMIC DEANS MEETING
TUESDAY, JANUARY 27, 2004

Members Present: Bob Cobb, Robert Reber, Elmer Gray, Sherry Reid, Mike Binder, David Lee, John Hardin, Richard Kirchmeyer, Blaine Ferrell, Robert Jefferson, Sam Evans, John Bonaguro, Mike Dale and John Petersen

Guests: Ladonna Hunton, Brenda Moore and Betsy Tracy

I. Information/Clarification Items:

A. Diversity Planning for Endorsement Match (Hardin)

Dr. Hardin distributed the Diversity Plan for Endowment Match Program 2003-2008 for discussion and review. The Council is to let Dr. Hardin know if they have any issues with the document.

B. CPE Key Indicators and Goals

Mr. Cobb distributed the WKU CPE Key Indicators and Goals as of January 26, 2004, for discussion. The CPE Priority CIP Codes was also distributed.

C. DLE Enrollments

The Provost distributed DLE enrollments for information and discussion.

II. Discussion/Action Items:

A. Relay for Life (Brenda Moore/Students; Time Certain 9:30 a.m.)

Brenda Moore from the American Cancer Society and Betsy Tracy, Chair of the Youth Relay for Life discussed with the Council this year's event at L.T. Smith Stadium April 16-17, 2004. Ms. Moore distributed information to the Council. This event is for students as well as faculty and staff. If anyone is interested in forming a team, Amanda Demarest at the Downing University Center has all the necessary forms.

B. Cell Phones

A copy of the University cell phone bill for 2003, divided by name, department and account number. The Provost asked the Council to review this information and verify the need of the phone(s) and if the person is still employed by the University and submit bullets of justification of usage of each phone. This information should be submitted to Mike Dale as soon as possible.

C. Subscriptions/Dues/Accreditation Fees

This item was held for discussion with the Academic Deans.

D. ***Budget Reductions***

The Provost reviewed the current status of the budget reduction discussions. There will be a called Board of Regents meeting on February 13 at 9:00 a.m.

Other Discussions:

- The Provost asked Dr. Lee to discuss with the Council current issues of students who are engaged in University functions that have difficulties being excused from classes and if the current attendance policy should be revised.

Dr. Lee discussed his findings after conversation with other faculty and with Athletics and recommended to the Council that informal conversation be held with Executive Committee of the Senate.

After some discussion, the Provost asked the Deans to have conversation with their Department Heads who would have conversation with their faculty to assist those students who are engaging in University functions during class time. In the meantime informal conversations will be continue among the University and Dr. Lee will report at a future meeting.

- The Provost discussed that Western has been contacted by Murray State University wanting to develop a Teacher Scholarship Program, which would include one representative from each academic college that would collaborate with other colleges for one year to learn more about effective teaching techniques. After some discussion, it was the consensus of the Council for Western to be involved. The Provost asks the deans to submit the name of their representative to Dr. Petersen as soon as possible. There will be a professional development available for these representatives.

Announcements:

- Teaching/Research Equipment Requests are to due Mr. Dale on January 30, 2004.
- Promotion and Tenure Guidelines are due to the Provost by February 5, 2004.
- Part-Time Evaluations are to be implemented for Spring, 2004 semester.

The meeting was adjourned.

Respectfully submitted,



Lois Hall