

Minutes
Department Heads Meeting
April 3, 2008

Brian Kuster introduced the new Assistant Director of HRL, Steve Briggs. Steve is a former employee of the department of Residence Life.

Dr. Tice updated everyone on the proposed budget cuts. The Senate has approved the budget with a 3 percent cut; the House approved a zero budget cut. The budget has yet to be finalized, but it looks like there will be an additional 3 percent, to add to the 3 percent we already have in place. The Administrative Council will be discussing the budget cuts and the process this coming Monday. The subject of employee raises for the upcoming year was also discussed.

Discussion was held relative to Annual Reports--Dr. Tice requested that everyone have those in to him by May 30, 2008. Donna Gregory handed out a template for use when completing your annual reports. You may contact Donna if you need copies of the annual report from last year. Donna also mentioned that you need to get your annual report completed, and then use that information to work on the Strategic Plan. Dr. Tice noted that he wants to start the Fall Semester with a Strategic Plan in place. The deadline for the Strategic Plan is July 15.

Dr. Tice handed out a draft of the recommended increase in fees for '08-09. There has not been an increase in parking fees for the past two years. This recommendation will be presented to the Administrative Council for their review. Meal plans will be going up this next year. Also mentioned was the increase in minimum wage.

Mr. Tim Colley was announced as the new Director of Food Services—Roy Biggers has left WKU to work at Wake Forest.

Dr. Tice reminded the group of the upcoming New Professionals Institute and also the Mid-Managers Institute. He asked that names be submitted to him of anyone who might have an interest.

Charley Pride mentioned that a new fraternity “Phi Gamma Delta” will be coming to WKU this Fall. Charley also announced the new SGA officers.

for '08-'09: Jonathan Boles, President – Kayle Shelton and Brian Gilley, Vice Presidents.

Scott talked about the new program that is in place to honor some outstanding seniors (12 were selected). The nominees were presented by many of you and a luncheon will be held in their honor on Saturday, April 12 at the Kentucky Museum (12:00 noon). All of the department heads are urged to attend this luncheon— please RSVP to Scott by Monday.

Parents Advisory Council is scheduled for Saturday, April 12, at 10:00 a.m.

Don't forget to attend the Faculty/Staff Health Fair on Friday, April 11 from 7:30 a.m. to 11:00 a.m. Blood tests have been scheduled at the Health Clinic. You will go online to fill out the Health Risk Assessment form. There will be two make-up sessions if you are unable to attend on April 11.

Dr. Tice introduced Michael Crowe as the new Judicial Affairs director.

Jim Sears, Shawna, and the Bookstore staff were praised for all the work that went into making available on demand the tee-shirts during the NCAA Basketball Tournament.

Submitted by: Linda Tweedy
Office of the VP for Student Affairs/Campus Services