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# Meeting Minutes

WKU Council of Academic Deans

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SUMMARY OF THE MEETING OF THE ACADEMIC COUNCIL OF DEANS  
January 23, 1967

The Council of Academic Deans met in Vice-President Cravens' office, January 23, 1967. All members were present except Dr. Hourigan, who was on a recruiting trip in the Southeastern part of the United States. The following is a summary of the deliberations of the meeting.

- I. Dr. Cravens briefly reviewed the recruiting procedures and reminded the deans that the college dean and the department heads were responsible for sending out notices to departments in other colleges and universities.
- II. Dr. Cravens noted that he had received a letter from one of the academic departments making certain requests and recommendations concerning the role of the department head. This precipitated a general discussion concerning the teaching load and remuneration for department heads. Dr. Cravens suggested that at a future meeting an attempt would be made to set up guidelines concerning the preceding.
- III. The faculty teaching load was also discussed and Dr. Cravens offered the following suggestion and asked for comments: "that associate or full professors or the holder of a Ph. D. have a twelve-hour teaching load and the persons in the lower ranks with a master's degree be given a twenty-seven-hour load with the option of signing up for a thirty-hour load with an additional increment. Under this plan the teaching load for instructors and assistant professors who do not hold terminal degrees would be 27 to 30 hours.
- IV. Mr. Bob Cochran presented the plan for visiting the junior colleges in Kentucky and invited the deans and their representatives to participate in any of the visits. The following visits have been arranged:

Lindsey Wilson	February 9
Hopkinsville	February 24
Elizabethtown	February 28
Somerset	March 7

Preliminary plans have been made to visit Henderson Community College. Mr. Cochran also noted that a team will visit in Louisville, February 15 and 16 and meet with graduates of the Louisville and Jefferson County high schools. High School Day has been set at Western for May 5, 1967.
- V. Dr. Russell presented a progress report from the sub-committee on course numbering systems. After a lengthy discussion Dr. Russell polled the members and a majority leaned toward the first system suggested. There was also a strong feeling for the present numbering

system with qualifications.

- VI. Dr. Cravens and Dr. Minton presented guidelines for graduate assistantships stipend. Dr. Cravens suggested that the money might be budgeted to the graduate school and each department would then be given so many assistantships.
- VII. There will be no meeting Monday, January 30, unless it is called by the chairman.