2-3-1967

Meeting Minutes

WKU Council of Academic Deans

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The Council of Academic Deans met in the Academic-Athletic Building, February 3, 1967. All members were present except Dr. Hourigan, who was unable to attend due to his involvement in registration. Dr. John Scarborough was invited to attend the meeting since a portion of the program dealt with summer school salary. The following is a summary of the deliberations of the meeting.

1. Dr. Cravens presented copies of an analysis of the faculty preparation which had been forwarded to President Thompson.

2. Dr. Cravens noted that new faculty positions for the 1967-68 school year had not been approved, however, deans and department heads should continue their recruiting program.

3. Dr. Minton discussed graduate assistantships and it was noted that departments would be budgeted so many slots and the money would be budgeted to the graduate school. Dr. Minton will communicate directly with the department heads concerning the number of slots budgeted, guidelines to be used in determining stipends, and other pertinent information. It was decided that Dr. Minton would draw up a form to be used in the selection of graduate assistants. Department heads will recommend an individual for an assistantship, and the dean of the college will have the right to endorse the individual and forward the recommendation to Dr. Minton, who will be responsible for presenting it to the graduate council.

4. Deans were reminded that certification of part-time faculty should be sent to Dr. Cravens' office, and that full-time faculty members teaching an overload should be certified in the same manner.

5. A list of laboratory assistants and the hours they are to work should be forwarded to Dr. Cravens' office.

6. The following items were discussed and are to be taken up at the next meeting:
   a. The summer school stipend formula.
   b. The forms to be used for evaluation of faculty.