1-29-1968

Meeting Minutes

WKU Council of Academic Deans

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SUMMARY OF THE MEETING OF THE COUNCIL OF ACADEMIC DEANS

The Council of Academic Deans met in Dr. Cravens' office Monday, January 29. All of the deans were present. The following is a summary of the deliberations of the meeting:

I. Mr. Lazarus discussed grade reporting for the current semester and noted to each dean the faculty members who were delinquent in reporting grades. He also pointed out that cooperation by the faculty was the best that he had ever experienced. Dr. Hourigan and Mr. Lazarus discussed final examination schedule and it was pointed out that Dr. George Moore will work out an examination schedule for the spring semester through the use of the computer. Dr. Hourigan discussed examination changes and pointed out that any changes in final examination schedules should be approved by the dean of the college and this information passed on to him.

II. Dr. Hardin discussed the Dial-Access Information Retrieval System which is being installed in the Helm Library. Dr. Hardin read the tentative rules and guidelines that will be put into effect when the system becomes operational which should be within the next two weeks.

III. Tenure guidelines were discussed and the following considerations were approved:

   A. Faculty members who do not hold the doctorate or a terminal degree should not be considered for tenure in less than the five-year period except in extreme cases.

   B. Professional Development Plan: A faculty member who does not have the highest recognized preparation in his teaching field should be expected to supply to the University an acceptable plan for professional development at the beginning of each five-year period. The faculty member's progress in professional development will be carefully evaluated prior to the granting of tenure.

IV. The regulations concerning adjustment in salary for faculty who complete the doctorate during the academic year is to be re-written by Dr. Cravens and submitted to the President.

V. Sabbatical leave and faculty development programs will be placed on the Thursday, February 1 agenda.

VI. The Council voted to commend Mr. Lazarus for his work in acquiring grades and Dr. Minton for providing the refreshments.

VII. The next meeting will be at 1:30 p.m., Thursday, February 1, at the Arena.