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Meeting Minutes

WKU Council of Academic Deans

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THE COUNCIL OF ACADEMIC DEANS

October 24, 1968

The Council of Academic Deans met at 1:30 p. m., Thursday, October 24, 1968, in Dr. Cravens' office. All deans were present and Dr. O. J. Wilson attended the first part of the meeting.

The deans considered the following items of business:

- I. Rescheduling of classes to enable freshmen to attend the lecture scheduled for 10:30, Tuesday, December 3 was discussed. After some discussion it was agreed that all freshmen not having classes at 10:20 on Tuesday would be required to attend, and it would be left to the discretion of the individual instructor to decide whether to dismiss those freshmen in his class. Upper classmen should be urged to attend the lecture but would not be excused from classes.
- II. Next Dr. Cravens posed several questions concerning the Academic Newsletter, Should an editorial advisory committee be created? What should be included in the letter? What should be left out? Dr. O. J. Wilson read the current guidelines governing what was included in the letter. After several minutes' discussion, it was agreed that the deans should discuss with their department heads the feasibility of the department heads screening material from their respective departments for the newsletter. Dr. Cravens noted that he would be happy to discuss the newsletter with a representative group of faculty members.
- III. Copies of the Fifth Year Report to the Southern Association were given to the deans, and Dr. Cravens noted they could keep these as a reference document.
- IV. Dr. Cravens called the attention of the deans to the Sabbatical Leave proposal and reported that it had been submitted to the president. He said he hoped it could be implemented during the second semester.
- V. Concerning a pay scale for part time instructors, Dr. Cravens indicated he would study this further and make some suggestions at a later meeting. Dr. Hatcher observed that he felt some guidelines needed to be established in the interest of consistency.
- VI. The deans were asked to study the matter of course load and teaching assignments for discussion at a later time. Dr. Cravens read guide-

lines he and Dr. Minton were working on. Dr. Minton read a proposal submitted by three members of the Graduate Council. Dr. Hatcher noted the instructional load cards for faculty would need revising.

- VII. The deans felt that the chairmanship of the Arts and Science Curriculum Committee should be for two years and agreed that Dr. Marvin Russell should remain chairman for another year.
- VIII. Composition of the ad hoc committees of the Academic Council was discussed next. Dr. Cravens said the Committee on General Education Guidelines needed to be established right away. Dr. Hatcher asked if this committee would include some of the deans. Dr. Cravens indicated he hoped one of the deans would serve as chairman. Dr. Cravens indicated that he would like to meet with each of the deans before Wednesday, October 30, to talk about members for these committees. Dr. Page and Dr. Jenkins suggested that a meeting of the Council of Deans be devoted to consideration of these committees alone.
- IX. It was agreed to defer consideration of other items on the agenda until the next meeting and the council adjourned.