1-31-1969

Meeting Minutes

WKU Council of Academic Deans

Follow this and additional works at: http://digitalcommons.wku.edu/coun_acad_dean

Part of the Higher Education Administration Commons

Recommended Citation

http://digitalcommons.wku.edu/coun_acad_dean/70

This Article is brought to you for free and open access by TopSCHOLAR®. It has been accepted for inclusion in Council of Academic Deans by an authorized administrator of TopSCHOLAR®. For more information, please contact topscholar@wku.edu.
The Council of Academic Deans met in Dr. Raymond Cravens' office at 10:00 a.m., Friday, January 31. All deans were present.

Dr. Cravens opened the meeting by presenting John Foe who reported to the Council on scheduling and registration problems. Mr. Foe pointed out that a large percentage of classes were scheduled in the morning hours and the late afternoon hours were scarcely used by some departments. He also called attention to the number of classes dropped and added during actual registration. Dr. Cravens noted that the deans might want to establish some departmental guidelines on class scheduling. It was requested that Mr. Foe send Xerox copies of the data he presented to the deans and that he supply them copies of such analyses periodically in the future. Mr. Foe then left the meeting.

Vice President Cravens next announced that a Committee on the Faculty and Staff Handbook would be appointed. He indicated that Dr. Carl Chelf would serve as chairman and editor and Mr. Tomes would represent the administration with Dr. Cravens and Dean Downing supervising. It was agreed that Dr. Chelf talk with each dean in selecting a committee member from his respective college.

Dr. Paul Hatcher presented a report on changes in course numberings in the art department and the implications as far as the number of senior level courses required for graduation. The need for establishing some guidelines on this matter was noted. The summer was set as a target date for accomplishing this.

Dr. Cravens noted the need to establish procedures for transfer of a faculty member from one department to another. It was decided that the department heads involved, the member and the dean of the college work out an agreement. The college dean would then notify the Vice President for Academic Affairs and Dean of the Faculties by memorandum. The vice president would then notify the president.

Dr. Hatcher then raised a question about the transfer of faculty from the Training School when the high school was phased out. Dr. Cravens asked the deans to begin discussion of the possible use of some lab school faculty in their colleges. He observed that where there was no possibility of the University using these people they should probably be notified this year. He felt we should give these people preference if we were going to hire persons with the same qualifications.

Dr. Cravens called attention to the proposed guidelines on courses offered
for credit by ETV. He noted these had not been approved and would have to
go before the Council on Public Higher Education eventually. Dr. Hardin
noted this might be setting a dangerous precedent by allowing an outside agency
to establish rules for the University. Dr. Cravens indicated he saw no dif­
ferences from some existing regulations. Dr. Russell wondered if any attention
had bd been given to using ETV for offering post-high school courses as a
preparation for college enrollment. Drs. Page and Jenkins raised a question
concerning one-half hour TV instruction equaling 50 minutes classroom in­
struction.

Dr. Cravens asked Dr. Page to represent the deans and take up the matter
of delivering packages through the mail with the postmaster.

Dr. Cravens presented a proposed change in the school calendar for consider­
ation. He asked the deans to consider the calendar and advise him of any
advantages and disadvantages they anticipate under it. He also asked that
they think about the possibility of making up some classes on Saturday the
first year if this calendar were adopted.

Dr. Russell indicated it would better suit some departments in his college if
the term went until May 23. Dr. Cravens said this wouldn't please the students
looking for summer jobs.

The deans next discussed whether there was any need for a final exam schedule.
Dr. Cravens asked the deans to think about this and discuss it with their
department heads and faculty. A week of Review and Evaluation instead of
a final exam week was suggested.

Meeting adjourned.