9-17-1969

Meeting Minutes

WKU Council of Academic Deans

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The Council of Academic Deans met in Room 104 of the AAB #1 on September 17, 1969, at 3:00 p.m. In addition to the voting members and the observers, Dr. John Scarborough and Mr. Robert Cochran were present. The discussion was centered around the following topics:

1. The Role of the Assistant Deans

After a lengthy discussion concerning possible duties and responsibilities as related to the Council of Academic Deans and University level activities, it was decided that the subject would be carried on the agenda of future meetings.

2. Calendar

The calendar for the second semester 1969-70 and the 1970-71 school year was considered and after much discussion college deans were requested to poll their department heads and to meet on September 18 to reach a conclusion. (At the meeting on September 18 Dr. Cravens indicated that the matter would be taken to President Downing for final disposition.)

3. Mr. Robert Cochran was invited to discuss the issuance of a weekly news bulletin. Mr. Cochran indicated his office had published such a bulletin for some time. Since at least half of those present were not familiar with this practice it was decided to take this up at a future meeting.

During the meeting on September 18 of deans, department heads, and other interested people it was agreed that payrolls for part-time faculty members and for overloads should be submitted to the Vice President for Academic Affairs no later than September 29. Instructional schedule cards are also due in the Vice President's office on this date.