12-7-1970

Meeting Minutes

WKU Council of Academic Deans
COUNCIL OF ACADEMIC DEANS

The Council of Academic Deans met in Dr. Cravens' office Monday, December 7, at 1:00 p.m. All deans were present.

A discussion of Christmas vacation leave time for secretaries was held. Mr. Tomes explained the University regulations on this subject.

Dr. Cravens reminded the deans that completed faculty evaluation forms, plus all tenure and promotion recommendations, would be due in his office on Monday, December 14. He also announced that the next Deans' meeting would be held on December 14 at 1:00 p.m. and would be followed by a Christmas Party in his office.

Dr. Cravens announced that three candidates for the Graduate Dean position would be on campus for interviews in the near future. Dr. Buck, on December 9, Dr. Lauchner on December 11, and Dr. Sandefur on December 17.

The deans then discussed the report of the ad hoc committee (composed of Deans Davis, Oppitz and Stroube) formed to study the matter of faculty members holding doctoral positions who are in the process of completing dissertations. After considerable discussion, Dr. Cravens stated that changes suggested by the deans would be incorporated into the report draft and would be brought back for the deans' consideration at a later meeting.

Dr. Davis commented on the sample course summary he had prepared for possible use throughout the university. The deans felt that the justification for the course and the curricular applications for the course should be included in the format. The revised format and sample course will be presented at a later meeting.

Dr. Cravens presented a draft statement of Guidelines on Faculty Load Responsibilities and Class Size. There was general agreement with these suggested guidelines. The topic will continue to be discussed at the next Deans' meeting.

The meeting adjourned at 2:25 p.m.