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Meeting Minutes

WKU Council of Academic Deans

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The Council of Academic Deans met in Dr. Cravens' office on Monday, October 4, at 1:30 p.m. All deans were present except Dr. Jenkins who was represented by Mr. Oppitz. Also present at the meeting were Dr. Minton, Mr. Largen, and Mr. Lazarus.

Mr. Lazarus asked whether spring semester registration could start on Tuesday, January 11, one day earlier than scheduled so as to complete registration before the Western-LaSalle basketball game on Thursday, January 13. The deans concurred with the recommendation. Friday, January 14, will be kept open for departmental and college meetings.

Dr. Cravens asked each college dean to investigate the research courses taught in his college and make a written report to the Office of Academic Affairs by November 1. Recommendations for any changes in procedures relating to these courses will also be welcomed in these reports.

Mr. Largen discussed the 1972-74 Biennial Budget Request Format. He is especially interested in receiving information about new academic programs and will need this information by November 1. Dr. Cravens asked the deans to coordinate their efforts on these requests with Dr. Davis.

Dr. Cravens discussed the teaching assignments for this semester. He felt that a closer look needed to be taken in some departments at the small enrollments in freshman and sophomore-level classes.

Grade distributions by colleges and departments were submitted to the respective college deans and were commented on by Dr. Cravens.

Dr. Cravens asked the college deans to work with their department heads during the next several weeks on tenure and retention considerations for faculty members. Dr. Davis was asked to work with the deans in compiling the list of those faculty members who should be considered for tenure.

The proposed Recommendations on Faculty Maternity Leave were approved without dissent by the deans.

Dr. Chelf discussed summer school positions for 1972.

The deans discussed a proposed faculty evaluation of department heads and other academic administrators. Dr. Sandefur commented on evaluations he had been involved in before coming to Western. Dr. Cravens asked the deans to discuss the matter with their department heads.

The meeting adjourned at 3:30 p.m.