8-17-1972

Meeting Minutes

WKU Council of Academic Deans

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The Council of Academic Deans met on Thursday, August 17, at 10:00 a.m. at a conference room at the Rough River State Park Lodge. Those present were Deans Cravens, Oppitz, Hatcher, Mounce, Hourigan, Page, Brenner, Clark, Russell, Stroube, Greeley, Hardin, Wassom, Gray, Chelf, Sutton, Davis, and Mrs. Erwin, head of the Nursing Department.

Dr. Cravens summarized several actions passed by the Board of Regents at their August 16 meeting. Western is now participating in the Eagle University Consortium at Fort Campbell. Western's Academic Council representation has been changed in two ways: (1) the six student representatives of the six colleges now have voting status instead of the president and vice-president of Associated Students, who now are non-voting associate members; and, (2) all fulltime faculty members, regardless of rank, who have been at Western for at least two years are now eligible for membership on the Council. Dr. Cravens also announced that guidelines for graduate course offerings had been approved.

Dr. Gray discussed an approval form for graduate courses requiring special approval for residence credit. These guidelines were adopted by the Graduate Council on August 1.

Dr. Cravens commented on the interest survey which had been made at Fort Campbell for "Eagle University" courses.

The deans continued their discussion of the proposal for a revised summer school class meeting schedule. A possibility of holding classes four days a week in summer was also discussed. Dr. Cravens said that he preferred to keep next summer's instructional periods as they were this summer - a May term and a nine-week period which would include the regular eight-weeks term and options of six weeks and three weeks and three three-weeks terms. Summer school stipends for small classes were also discussed.

The deans next analyzed non-reappointment notification procedures. It was decided that:

(1) Faculty members in the first year of service at Western shall be notified of non-reappointment no later than March 1.
(2) Faculty members in the second or third year of their employment shall be notified of non-reappointment no later than December 15.

(3) Faculty members in the fourth year or later of their employment shall be notified of non-reappointment no later than October 15.

This policy is a "rule-of-thumb" administrative matter and will be followed as much as possible.

Faculty evaluations and their availability to faculty members were commented on by the deans. Dr. Cravens asked each dean to submit the name of a department head from his college to Dr. Davis, who will set up a meeting with these department heads to discuss faculty evaluations in more detail.

The deans then discussed the Faculty Workload Guidelines. Dr. Cravens stressed the importance of effective student advisement. In commenting on special assignments, Dr. Cravens said that they should be encouraged by the deans. He further stated that Western has a research function and scholarship is part of the University's obligation.

Dr. Cravens mentioned the possibility of Western's forming a research corporation to enable the University to be an approved consulting firm.

Dr. Sutton commented on the Departmental Open Houses scheduled for Sunday afternoon, August 20.

Dr. Wassom discussed the University's library hours for the coming semester.

The meeting adjourned at 4:00 p.m.