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Meeting Minutes

WKU Council of Academic Deans

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MINUTES
COUNCIL OF ACADEMIC DEANS
August 23, 1973

The Council of Academic Deans met in the Memorial Room in Garrett Conference Center at 9:15 a.m. on Thursday, August 23. Present were Deans Cravens, Oppitz, Chelf, Mounce, Sutton, Brenner, Gray, Russell, Hourigan, Hardin, Corts, Jenkins and Davis. Mr. Rhea Lazarus was a visitor.

The deans discussed the Faculty and Staff Professional Development Courses.

The group decided unanimously that it would serve no function to have the administrative offices open on Saturday morning, September 1. Dr. Cravens said he would convey the deans' feelings to President Downing concerning this matter.

The deans commented on vacation periods for administrators. The topic will be discussed further at a future deans meeting.

Mr. Lazarus discussed selected aspects of the upcoming registration period.

Dr. Davis commented on the new faculty orientation meeting which was to be held immediately preceding the general faculty meeting on August 24.

The deans discussed proposed guidelines for a moratorium on new courses. Copies of studies made by other schools will be sent to each of the college deans. The deans were asked to get input from their department heads on the draft guidelines. These guidelines will be discussed further at a deans meeting to be held during the Labor Day week. The moratorium was discussed at some length by the group.

The deans reviewed and approved proposed dates for major committee meetings during the 1973-74 academic year.

Dr. Cravens asked the deans for suggestions for university lecturers for the upcoming year. A number of possible speakers were discussed.

The deans next commented on the budget information which has been requested by Vice-President Harry Largen. Each college dean will be sent pages 4 and 5 of the Council on Public Higher Education budget format for their information. Deans and department heads will be responsible for working up Item 2, "Achievements and Advancements for the Biennial Period."
Dr. Chelf reported on the planning for evening classes, extended campus classes, and Eagle University classes. It was decided that I.D. cards should be made for students taking an extended campus course so that students would have access to materials at Western's libraries.

The deans discussed the Self-Study Report from the Southern Association Visiting Committee. Dr. Cravens stated that there will be an instructional goals survey made in the near future. Ultimately, the University's Statement of Policies will be revised.

Dr. Mounce said that at a future deans meeting he would like to have discussed the possibility of college deans being able to have the authority to offer a course for one semester only without going through the regular committee structure for approval.

Dr. Sutton gave an admissions report.

The meeting adjourned at noon.

James L. Davis