

9-8-1975

# Meeting Minutes

WKU Council of Academic Deans

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## MINUTES

### COUNCIL OF ACADEMIC DEANS

September 8, 1975

The Council of Academic Deans met on Monday, September 8, 1975, at 8:15 a. m. in the Memorial Room of the Garrett Conference Center. Present were Deans Cravens, Jenkins, Sandefur, Cortis, Russell, Wassom, Chelf, Gray, Mounce, Sutton, Hourigan, and Davis.

Dr. Cravens commented on a special faculty-administrative committee which President Downing planned to name soon for the purpose of studying more effective ways of getting faculty input in the academic decision-making process at Western.

Drs. Cravens and Davis discussed a draft proposal for a "Faculty Senate" which had been developed by an ad-hoc committee of the AAUP. The proposal will be submitted by the ad-hoc body to the newly appointed presidential committee for the latter group's consideration. The deans commented at great length on faculty involvement in academic decision-making.

Dr. Hourigan requested that college deans be contacted prior to faculty members from their colleges being named to University-wide committees. The deans approved this request, which will now be submitted to the Committee on Committees for its consideration.

Dr. Mounce and other deans discussed various aspects of the role and scope of the position of Academic Dean. The Council of Deans moved to:

1. Request a lump sum budget in each college under the authority and responsibility of the college dean.
2. Request that each academic dean have a copy of the University Operating Budget.
3. Establish a University Finance Committee to include a representative from the Council of Academic Deans.

The group discussed the possibility of establishing a budget for part-time faculty members within each college.

Dr. Cravens requested that any report from an academic dean come to him with a copy to the President's office or business office, if required.

Dr. Mounce commented on his interest in having each college dean read the names of the honor graduates from his respective college at Commencement. At the present time the registrar performs this function. This idea was discussed by the deans.

President Downing joined the group at this point in the meeting. He discussed the agenda items which are scheduled for the special meeting of the Board of Regents to be held on Saturday, September 20, at 10:00 a. m.

Dr. Davis summarized the report submitted by Drs. John Faine and Jim Craig on the Student Course Evaluation conducted during the 1975 Spring Semester. The deans voted to refer the evaluation back to the Faculty-Administrative Committee which had developed it and charged them with coming up with a shorter and more useful evaluation. The group agreed that copies of evaluations of faculty members by students should go only to the faculty members until the evaluation format proved both successful and acceptable.

The deans discussed the University regulations on Consulting, which are stated on pages 52 and 53 of the Faculty-Staff Handbook. The group moved to require a follow-up report from the faculty consultant at the completion of the consulting period. The deans also commented on the advisability of increasing the consulting stipend rate to a higher figure than the \$100 per day "rule of thumb" rate now utilized at Western.

The deans discussed again the idea that the college deans, working with their department heads, should have the flexibility of deciding whether department heads should teach their courses during the academic year or during the twelve-months period. The deans moved to recommend to President Downing that the deans be allowed this flexibility.

The group inquired as to whether any action had been taken by the President concerning an earlier recommendation by the group for a written vacation policy for twelve-month administrators. Several deans expressed the view that length of service should be taken into consideration in a vacation policy.

Dr. Cravens appointed a committee to study compensation levels of part-time faculty members. He asked each college dean to name a representative to this committee, which will be chaired by Dr. Davis.

Dr. Davis summarized two AASCU Reports on Collective Bargaining for the group.

Dr. Sutton commented on new software packages now available at Western relating to enrollment data, faculty workload, etc., that might be of great interest and value to the deans. The deans stated their interest in working with Mr. Logsdon and Dr. Cook in utilizing these programs. Dr. Cravens requested that the deans first pool their requests to determine which common items the deans are interested in.

Drs. Cravens and Corts discussed the Academic Affairs Program Status Reports which were submitted to President Downing on July 9, 1975. Dr. Cravens stated his strong interest in refining the objectives projected for 1974-75 and those

which he had outlined in his address at the August 22, 1975, opening Faculty Meeting, into specific University-wide objectives for 1975-76 which could be put into draft form and sent to the faculty for their input. College and departmental objectives can also be spelled out. Objectives relating to Research and Public Service, Placement and Advisement, Data Systems, Instructional Improvement, and Associate Degree, Baccalaureate Degree, and Graduate and Professional Degree Programs will be considered by the deans at their next meeting.

The meeting adjourned at 4:15 p. m.

  
James L. Davis

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