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Meeting Minutes

WKU Council of Academic Deans

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MINUTES

COUNCIL OF ACADEMIC DEANS

February 22, 1977

Dr. Davis called the meeting to order at 10 a.m. in the office of the Vice President for Academic Affairs. The following deans were present: Davis, Sandefur, Russell, Sutton, Hourigan, Jenkins, Chelf, Hardin, Mounce, Robinson, and Corts.

The minutes for the February 15, 1977, meeting were approved as distributed.

Dr. Sutton requested the deans assistance in making certain that the fall 1977 Class Schedule Bulletin information was submitted to his office by the deadline in order to facilitate publication of this Bulletin.

Dr. Davis asked Dr. House to elaborate on his proposal for a change in the university's drop-add procedures. Dr. House elaborated on the rationale behind the proposed changes. Considerable discussion followed Dr. House's presentation with Deans Jenkins, Mounce, and Hourigan indicating that department heads in their colleges opposed the change, Dean Russell indicating his department heads favored the proposal, and Dean Sandefur indicating that he had not poled his department heads. Following considerable discussion relative to the pros and cons of the proposal, Dr. Jenkins suggested a compromise proposal in which lower division courses would follow the proposed drop-add procedures while upper division courses would continue to follow the existing drop-add procedures which require the signature of department heads in order for a student to drop or add a class following registration in Diddle Arena. Additional discussion continued concerning the original proposal and Dr. Jenkins' suggested compromise. Dr. Davis asked each dean to review this matter carefully with department heads in each college and suggested that the deans might want to consider inviting Dr. House or Dr. Sutton to meet with individual college department head groups to discuss the proposal. Dr. Davis indicated that he would like to have this item on the Agenda for action if possible on March 8. Dr. Sutton asked the deans to survey the methods currently being used for handling drop-add procedures by individual departments within each of the college.

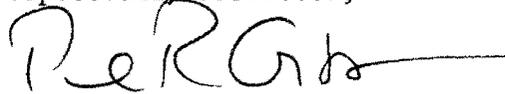
Dr. Davis asked Dr. Robinson to comment on Item II.B of the Agenda concerning the proposed position statement on international student admission, admission criteria and procedures for international students, and the matriculation procedures for international students. Dr. Sutton also commented on the undergraduate portion of this proposal. In discussion on this proposal, several questions were raised by various deans including the following concerns: (1) Is the proposed position statement related to admission or does it deal with international education in general? (2) Consideration should be given to an oral-aural component being added to the English test administered to international students; (3) Could a provision be made in this policy for non-degree seeking students to attend the English as a Second Language Institute without being admitted to a regular degree program at Western? Dr. Davis indicated that he would meet with the ad-hoc committee which had drafted the proposal and would have this matter back on the deans' agenda within the next few weeks.

Dean Mounce requested that the deans spend some time at a meeting in the near future discussing the proposed general education changes which are being submitted to the Academic Council by the General Education Committee.

Dr. Davis discussed with the deans the need for the cooperation of all departments in working with the University-School Relations Office. Departmental assistance is especially needed in certain departments with a large number of inquiries from entering students. These departments are requested to have a faculty member available during the period of 12:30 - 1:30 each day to meet with any prospective students who might be visiting the campus. Detailed procedures on this have been outlined by the University-School Relations Office. Dr. Davis stressed the appreciation which Mr. Mefford had shown for the work that the deans and academic departments were doing and emphasized the need for continued cooperation in this regard. The deans requested that Dr. Davis provide each dean with an indication of any departments with which problems had been experienced in fulfilling this service for University-School Relations.

The meeting adjourned at 12:11 p.m.

Respectfully submitted,



Paul R. Corts

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