

10-31-1978

Meeting Minutes

WKU Council of Academic Deans

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MINUTES

Council of Academic Deans
October 31, 1978

The meeting was called to order by Dr. James L. Davis at 9:05 a.m. In attendance were deans Chelf, Hardin, Nelson, Sutton, Mounce, Hourigan, Gray, Stroube, Russell, Cravens and Robinson. Dr. Pankratz and Dr. Brenner attended for Dr. Sandefur. Mr. Oppitz replaced Dr. Nelson for part of the meeting. Visitors in attendance were Dr. Paul Cook, Assistant to the President, and Dr. Wallace Nave, Director of Special Programs.

The minutes of the October 17, 1978 meeting were approved as distributed.

Guidelines for the 1979 Summer Session were presented by Dr. Chelf and discussed. The deans agreed that evening classes will meet three times per week but will not meet on three consecutive evenings. Dr. Russell requested the inclusion in the guidelines of the procedure to be followed in gaining approval for offering eight-week courses. Dr. Mounce moved and Dr. Stroube seconded the deletion of the sentence concerning the offering at 2/3 the normal instructor stipend of small classes which are urgently needed but do not meet the required minimum enrollment and a change in the wording of the second sentence of that same paragraph to read "classes falling below these minimums may be taught by an instructor who teaches a number of small classes for the regular stipend." Dr. Mounce moved the previous question; Dr. Stroube seconded the motion and it carried unanimously. The original motion failed (four in favor; five opposed).

Concerning stipends, Dr. Chelf pointed out that the second option figures are based on the 1978 six-hour rate plus (rather than "times") 12 percent (of that rate). The Hourigan-Oppitz motion to recommend adoption of the plan for a percentage increase (Plan B) rather than a flat rate increase (Plan A) was passed.

The Stroube-Russell motion to approve the Summer Guidelines, with the above corrections, was passed. The Guidelines, with the exception of stipend information, will be distributed to departments.

Dr. Cook commented on the Proposal for Utilization of University Funds Related to Grant Activity. He stated that the proposal is for "money in hand" only, to be calculated at the end of the current semester, but is made with the expectation of making annual calculations in the future.

The topic of Evening Class Scheduling was introduced by Dr. Davis, who stated that part-time students have expressed concern about the difficulty of getting the courses needed to complete their programs. Dr. Chelf reported that more upper division classes are needed among evening course offerings. Dr. Davis stated that more emphasis should be placed in meeting the needs of these part-time students, on attracting more out-of-state students, and on advising "undecided" (undeclared major) students. Dr. Chelf asked that the topic of evening classes be placed on the agenda for the next meeting.

Dr. Cravens made and Dr. Russell seconded a motion to change to "undeclared major" the term used to designate the student who has not made a decision as to a major. The motion was passed.

Dr. Davis mentioned that flyers advertising a research-paper service have been distributed on campus and suggested that deans have the prerogative of removing such advertisements from their areas.

Dr. Mounce expressed concern over the changing in the mail room of outgoing mail from "First-class" to "Third-class," causing delays in mail intended for prospective students, faculty, or workshop participants. He stated that a letter outlining the problems has been sent to Mr. Largen. Dr. Mounce moved, and Dr. Cravens seconded, that Dr. Davis speak with Mr. Largen and request that mail room personnel not change the classification of outgoing mail without consultation with the sender. The motion received unanimous approval.

Dr. Gray explained that Federal monies are available in fellowship form for under-represented students in terminal graduate programs.

Dr. Cravens briefly discussed efforts which are being made toward planning a faculty exchange program.

The meeting adjourned at 11:20 a.m.

Respectfully Submitted,

A. Faye Robinson

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