

8-19-1980

Meeting Minutes

WKU Council of Academic Deans

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MINUTES

Council of Academic Deans
August 19, 1980

The meeting was called to order at 8:30 a.m. by Dr. James L. Davis. In attendance were Drs. Sandefur, Gray, Hourigan, Mounce, Chelf, Lloyd, Hardin, Nelson, Peterson, and Robinson. Dr. Paul Cook visited the group briefly to discuss Grant and Contract services; Mr. John Sweeney the new Director of Development, visited briefly with the group.

Dr. Davis read a letter of appreciation from Dr. Cravens and asked that it be attached to the minutes.

Dr. Davis discussed with the group the need for his meeting with groups of deans and individual deans during the year and asked that each dean express his own wishes in the matter. He suggested that the entire group of deans meet together on the second and fourth Tuesdays at 9:00 a.m. rather than every Tuesday.

The minutes of the July 29, 1980, meeting were approved as distributed.

Dr. Davis introduced a discussion of the Faculty Senate's proposed Rank and Promotion Policy. He distributed copies of a memorandum on the matter written by Dr. Carol Brown. The Sandefur-Gray motion to accept Dr. Brown's recommended revision number 2 as the dean's own recommendation was passed. Dr. Nelson read to the group some comments of Dr. John Wassom and additional comments of Dr. Hollie Sharp. The Sandefur-Mounce motion that the deans recommend to the President two portions of this document; (1) that each department established a committee of senior professors as an advisory committee on promotion, (2) that the President establish an appeals committee limited to reviewing whether or not proper procedures have been followed, was approved without dissent.

The proposed criteria for promotion were discussed. The deans agreed to recommend the deletion of "or the equivalent" under the Minimum Guidelines for the rank of instructor and express the guidelines in accordance with other levels: "Persons holding the master's degree shall be eligible for the rank of instructor."

For assistant professor guidelines the deans recommend that the word "typical" be changed to "appropriate" and that the remainder of the sentence be changed to "terminal degree in the professions shall be eligible for the rank of assistant professor."

For associate professor guidelines, the deans agreed to recommend elimination of "two years of work beyond the master's degree or holding" and to exchange "appropriate" for "typical." They further agreed to recommend deletion of the words "the following areas" (or "categories"), and the colon following, from guidelines at each rank.

The deans agreed to recommend placing the sentence beginning at the bottom of page 3 prior to the stated guidelines, changing "above" to "below," and deleting the remainder of that paragraph. The deans agreed to recommend retaining the rank of associate instructor.

The deans also suggest that the heading be "University Guidelines for Promotion."

Dr. Cook joined the group to discuss a change in the administration of externally funded activities. Effective August 25, deans, department heads, and directors will be responsible for assuring adherence to the policies and administrative requirements and for supervision of the particular grant budget. Grant funds will be handled in the same manner as other funds budgeted to the administrative unit. The deans will discuss this change further at their next meeting.

Dr. Cook remained to discuss the 1981-82 projected budget, a discussion requested by Dr. Sandefur. Dr. Cook reported that, unless a change occurs, Western's state appropriation for 1981-82 will be reduced by about one million dollars from the approved appropriation (as opposed to the 2.2 million dollars reduction mandated for Western's 1980-81 budget).

The meeting adjourned for lunch at 11:50 a.m. and was called back to order at 1:15 p.m.

Dr. Robinson distributed and the deans considered the Guidelines for Promotion, as recommended during the morning session. They agreed to reorder the levels, beginning with rank of professor. They also agreed to delete the paragraph which begins: "Each college shall have a comprehensive promotion document..." and corrected the omission of the associate instructor level. With those corrections, the document was approved.

Dr. Hardin distributed and explained the new schedule of library hours, a reduction from the hours previously scheduled.

Mr. John Sweeney, Director of Development, was introduced to the group and out-lined his program plans.

Dr. Sandefur explained the task of the committee for the assessment of academic programs. He read tentative guidelines for the assessments: (1) For three years: degrees awarded student credit hours produced, cost, FTE faculty, student-faculty ratio. In addition, the missions goals and objectives as well as the plans, of the program, accreditation status, professional activity of faculty, resources needed, and asked for input from the deans. He also raised the question of the assessment's purpose -- the use to which the data will be put.

Dr. Davis read a letter from Governor Brown to CHE Chair indicating the need for mission statement review and expressing concern in regard to the "Black" institution, Kentucky State University.

The other items on the agenda will be considered at a later date. Dr. Hardin urged the group to consider carefully the material on use of cable TV for instruction. The meeting adjourned at 2:55 p.m.

Respectfully submitted,

A. Faye Robinson

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