

9-11-1990

Meeting Minutes

WKU Council of Academic Deans

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MINUTES

Meeting Council of Academic Deans September 11, 1990

Dr. Robert V. Haynes called the meeting to order at 9:00 a.m. Members present included Drs. Carl R. Martray, Charles E. Kupchella, Ward Hellstrom, J. Michael Brown, Michael Binder, Elmer Gray, John H. Petersen, and Livingston Alexander. Mrs. Sharon Dyrsen represented Dr. Ronnie N. Sutton.

The minutes of the August 28, 1990, meeting were reviewed and approved.

Dr. Haynes presented to Council members several items of information:

- 1) President Meredith is exploring the possibility of creating an advisory body for staff, comparable in role to the Faculty Senate.
- 2) Several fellowship opportunities are available for faculty and administrators. These include the Kellogg National Fellowship Program, the ACE Fellowship Program in Administration, and the White House Fellowships (President's Commission).
- 3) President Meredith has requested the cooperation of personnel in all administrative offices in assuring that proper telephone etiquette is used.
- 4) Agenda items for the Board of Regents meetings must be submitted to the President's Office at least three weeks prior to the Meetings of the Board of Regents. Dr. Alexander was asked to make sure that new programs are submitted in a timely fashion.
- 5) The increase in the number of appeals by faculty relative to salary suggests a need to review existing policies and procedures on salary grievance. The ensuing discussion by Council members suggested that existing policies are not clear enough to guide faculty through the appropriate appeal processes. Dr. Hellstrom suggested that the Council spell out the steps which should be followed in filing a salary grievance. Dr. Hellstrom offered to develop and bring to the Council for approval a policy statement on filing salary grievances.
- 6) Dr. Haynes indicated that he will distribute to Council members a list of individuals (in their buildings) who are responsible for security (locking doors), maintenance, energy efficiency (closing windows), and general decor.
- 7) The Office of Academic Affairs is working with Dr. Charles M. Anderson in attempting to secure a location for the Teaching/Learning Center. Two possible sites are being explored. Dr. Alexander will discuss the sites with Deans Hellstrom and Kupchella.
- 8) The Doctor of Education proposal is virtually complete and ready to be advanced through the campus review/approval committees.

- 9) The second annual workshop for higher education leaders (Board of Regents members) was held in Louisville on 9/9/90-9/10/90. Joe Bill Campbell highlighted features of the CHE's strategic plan for the next five years. The features include: quality and economy of programs; emphasis on cooperative arrangements; accountability; shifting the balance toward teaching and away from research; technology; and global awareness.

The Council revisited an earlier discussion of Guidelines and Procedures for Tenure. The February 27, 1990 draft of the document was reviewed. Dr. Haynes determined that another revision would be necessary. The revised document will be brought to the Council at a later meeting.

Dr. Haynes inquired about the progress of departments in development of guidelines for Tenure and Promotion. Some Council members expressed concern about the continuing difficulty of some departments in determining how teaching should be evaluated. Dr. Haynes urged the deans to encourage departments to work through the difficulties and meet the October 1, 1990, deadline.

Dr. Petersen announced that William Ferris's presentation will be the first event of the Cultural Events Plan. Dr. Ferris will speak on "Memory and Sense of Place in the American South" on September 18 at 7:00 p.m.

Dr. Haynes reported on his visit with Mr. Bennett Hudson at SACS. He indicated that Mr. Hudson cautioned against restricting outcomes assessment efforts to academic programs. Dr. Haynes also reported that Western could begin the doctoral program as early as Fall 1991. Finally, discussions with the SACS official suggested that the off-campus programs are in compliance with regulations. There is some concern, however, with the reliance on part-time faculty.

The meeting was adjourned at 12:02 p.m.

Respectfully submitted,


Livingston Alexander

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