

12-18-1990

Meeting Minutes

WKU Council of Academic Deans

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MINUTES

Meeting
Council of Academic Deans
December 18, 1990

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

The minutes of the November 27, 1990, meeting were reviewed and approved.

Dr. Haynes announced that the forms and instructions for completion of unit plans in response to Western XXI have been submitted to departments. The ensuing discussion sought to clarify which academic and support units should respond to the unit plans. The Council determined that all units possessing a separate budget should respond to the unit plans.

Dr. Haynes then referred to a memo from Mrs. Freida Eggleton regarding the reinstatement of students dropped for non-payment of fees. In the memo, Mrs. Eggleton proposed administrative policies for dealing with requests for reinstatements. After some discussion, the Council approved a modified version of Mrs. Eggleton's proposed policy. The approved policies are as follows:

- A. Students requesting reinstatement who were dropped for non-payment during the semester
Following notification to students in mid-term of the drop for non-payment, any student who requests reinstatement will be assessed a \$100 reinstatement fee (in addition to the \$50 late payment fee), regardless of the number of hours for which the student has registered.
- B. Students requesting reinstatement after the end of the term
At the end of the term in which an instructor submitted a grade on an official class roll for a non-payment student, the registrar will notify the student that he/she has been dropped for non-payment of fees. The student who was dropped will have a specified time period in which to pay the tuition, a \$100 reinstatement fee, and a \$50 late payment fee. No provisions for reinstatement will be available after the specified time period.

Dr. Haynes presented the final draft of a policy statement on personnel files maintained in the Office of Academic Affairs. The policy statement was adopted as presented.

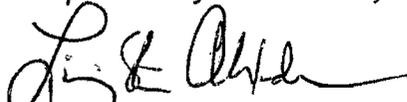
Dr. Gray presented a revised document on grades and compensation levels for part-time faculty. Following some discussion, the Council approved the recommended grade and compensation levels for inclusion on the priority list for budgetary consideration. The Council also approved a recommendation that salaries for part-time faculty and graduate assistants be indexed each year for increases in accordance with faculty salary raises.

Next, Dr. Petersen presented for information summer school payroll implications, by college and extended campus, for removing summer school salary caps. Dr. Brown suggested that if a decision is made to remove the summer school salary cap then the extra funds should be directed to summer research fellowships for faculty. Dr. Haynes asked Council members to submit proposals for summer school.

Dr. Gray inquired about the status of the Graduate Assistantship Budget for 1991-92. The Council agreed to recommend increased levels of support for graduate assistantships. Included in the recommendation will be a request to restore the level of support for minority students to previous levels.

Finally, Dr. Haynes presented to Council members proposals submitted by departments for purchase of instructional equipment from the special allocation of funds. Dr. Haynes asked Council members to review the proposals and prepare to discuss them at the next Council meeting. The meeting was adjourned at 12:05 p.m.

Respectfully submitted,



Livingston Alexander