



WESTERN KENTUCKY UNIVERSITY

BOWLING GREEN, KENTUCKY 42101

March 17, 1988

Office of the President

MEMORANDUM

TO: Ad Hoc Subcommittee for University Publications

FROM: Kern Alexander, President *KA*

SUBJECT: Formulation of Guidelines for Student Publications

Currently the President of the University appoints, directly, the Director of University Publications/Faculty Editor of the Herald and the Faculty Editor of the Talisman. This precedent was established some years ago, and it was under this system of direct appointment that David Whitaker was placed in charge and provided distinguished service for many years. It is my understanding that Mr. Whitaker did not report to the Dean of Potter College nor to the Vice President for Academic Affairs but, instead, reported to the President.

Upon Mr. Whitaker's retirement, University Publications was left with no leadership and no organizational structure on which to base the operation of the Herald or Talisman. Thus, University Publications was not attached to a department or college and had no functional connection administratively, financially, or academically, other than directly to the President's Office. Too, no job descriptions had ever been fashioned to define the positions of Director of University Publications Faculty Editor (advisor) of either the Herald or Talisman.

Because of the obvious problems inherent in running student publications in this fashion, I appointed an Interim Director and Faculty Editor (advisor) to serve for a limited period while a more efficacious organization could be established.

An ad hoc committee was established to address this problem and recommended to me the expansion of an earlier established advisory committee but did not deal with essential issues relating to administrative organization, academic attachment, or financial responsibility.

In response, I suggested that a subcommittee of the ad hoc committee meet and develop guidelines or procedures for establishing a publications committee made up of a wide representation of faculty and students. For this ad hoc subcommittee's guidance, I recommended that four aspects of establishment and operation be taken into account.

- First: The Publications Committee be constituted of faculty and students from a broad spectrum of the University.
- Second: This Publications Committee be given oversight responsibility for personnel (including selection and recommendation of editors and/or advisors) and for purposes of financial accountability of the Herald and Talisman, including budget formulation and approval.
- Third: That the Herald and Talisman be administratively attached to the established university structure.
- Fourth: That the Herald and Talisman be academically connected to the University through laboratory, internship, or some other acceptable curricular experience and that students' participation be formally acknowledged.

It is important to emphasize that you have substantial latitude making your recommendations, and I will appreciate your best thinking on this important matter. Thank you for your assistance.

KA:mcb