

11-15-1994

# Meeting Minutes

WKU Council of Academic Deans

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MINUTES  
Council of Academic Deans  
November 15, 1994

Vice President Robert V. Haynes called the meeting to order at 9:05 a.m. Members present included: Drs. Franklin D. Conley (for Martin R. Houston), Elmer Gray, Michael B. Binder, David D. Lee, J. Michael Brown, and Carl R. Martray. Freida Eggleton, Registrar, was present.

Minutes of the November 8 meeting were accepted without comment.

Dr. Haynes initiated discussion on procedures for requesting schedule changes after deadlines. The discussion focused primarily upon the awarding of grade of "W" beyond the 8th week of class. Ms. Eggleton provided statistical information on the frequency of exceptions to the course withdrawal policy. After lengthy discussion of the procedure for awarding the grade of "W", a revised procedure for schedule exceptions was developed and will be forwarded to academic departments.

Dr. Haynes reported on his participation on an ad hoc committee considering secretary staffing at the University. The CAD reviewed a listing of some possible factors to consider in determining the numbers and competency levels of secretaries for different units.

The deans were reminded of deadline dates for submission of six-year capital plan requests. After discussion of the various projects, the first six priorities, ranked in order, were 1. Health and technology building, 2. Facilities for Community College, 3. Renovation of Van Meter Auditorium, 4. Renovation of Grise Hall, 5. Auxiliary Accessibility Projects, and 6. Thompson North Wing.

Dean Martray announced and described a program to provide professional development activities for faculty from the arts and sciences pertaining to the high school restructuring movement that is taking place within the Commonwealth. A meeting for faculty will be held March 21, 1995, on the Western Campus. Meeting details will follow.

After briefly considering other agenda items, the meeting was adjourned at 12:45 p.m.

Respectfully submitted,



Elmer Gray