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Meeting Minutes

WKU Council of Academic Deans

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MINUTES

Meeting of the Council of Academic Deans
September 19, 1995

Members present: Drs. Robert V. Haynes, Jack O. Hall, Elmer Gray, Michael B. Binder, David D. Lee, John H. Petersen, Carl R. Martray, and Jacqueline Addington.

Robert V. Haynes reviewed the Part Time Faculty Handbook which John Petersen has revised. The Council of Academic Deans recommends that Sally Kuhlenschmidt develop a video for orientation of part time faculty. All part time faculty are to be evaluated once a year. For travel purposes, an official work station should be determined for all faculty including part time. When asked to travel to a different work station travel will be reimbursed. Mileage to and from the official work station is not reimbursed. In unusual circumstances a premium will be paid for part time faculty. How part time faculty are paid, evaluated and provided benefits needs to be reviewed by CAD.

The September 15 restructuring meeting was reviewed. It was determined that an all day session would be necessary to prepare information needed by the November meeting. The CAD will look at all programs and use measures including student credit hours, majors and graduates. Dr. Haynes asked Mike Dale to provide information on programs that the CAD will look closely at, programs which for the unit have not produced 600 cr. hrs., 50 undergraduate majors and 20 graduates per academic year. For graduate programs the Council will consider 20 active majors and five graduates. The Council of Deans will review the program data on October 10. ~~Sixteen~~^{1.6} will be used as a multiplying factor for 500 and 600 numbers. The CAD's plan for academic excellence must show some measurement which reflects that time spent produces quality. Dr. Haynes will distribute a memo to all department chairs and ask them to review graduate majors and student credit hours by October 10. Comments and appropriate explanations will be requested. The goal is to look at quality. How well WKU graduates compete in the marketplace, licensure exams, graduate school, etc.

Dr. Haynes shared information provided at the Board of Regents Retreat.

Dr. Gray presented an eight-step process for clarifying the search process in the hiring of administrative positions (Director level and above). The role of a search firm in relation to a search committee was reviewed. Dr. Gray will take suggestions and recommendations and revise the draft and fax a copy to all the deans. He needs an immediate response.

Dr. Houston asked that the CAD consider using lecturers on a three-year contractual basis.

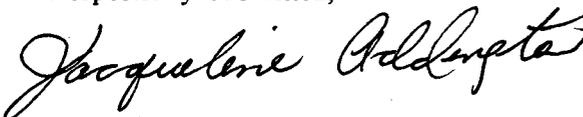
A reminder that the University Library Committee and the University Distinguished Professor Committee needs to meet.

Dr. Binder announced the Administrative Council Workshop on using First Search.

Mike Dale will be distributing EEO information for review and updating.

Meeting adjourned at 12:15 p.m.

Respectfully Submitted,



Jacqueline Addington