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# Meeting Minutes

WKU Council of Academic Deans

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## MINUTES

Meeting of the Council of Academic Deans

October 24, 1995

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

Fall 1994 data on departmental instructional loads were distributed and discussed.

At the October 31, 1995, meeting the Council of Deans will review the Academic Excellence Fund Requests. Deans are to prioritize the top three for consideration.

The CAD discussed summer school options. An alternative to consider would be to have optional retirement faculty teach summer school. The goal is to increase income to the university through summer school. David Lee requested data for summer enrollment for the past five years to use for decision making. The Deans were told to budget carefully, but approximately a 10% increase can be justified for summer planning.

The Council of Deans reviewed the optional retirement pay policy. We have been allowing faculty to teach and be paid at a later time. Dr. Haynes is proposing a pay policy that spreads pay over the year if service occurs over the year. If service occurs only in a given semester, pay must occur during that semester. If the faculty becomes ill, it is treated the same as if it were full-time faculty with the same collegial arrangement. In the case of illness, WKU will not cover full time faculty longer than one semester. If the illness occurs during the semester it will carry over to the next semester. If it occurs in the Spring, it would carry over to the Fall.

Huda Melky and Tony Glisson joined the CAD at 10:15 a.m., to discuss the affirmative action/EEO form. The CAD's concern is that the form being used is for compliance only. The CAD's problem is the contradictory requirement of the two different agencies. All departments should continue to send out the existing form until the other is revised. Concerns were raised about veteran and advertising requests for information on the form. The Department will add the budgeted PCN. If more than one position is advertised, a PCN must be provided for each position. All the PCN numbers on the form should be added if a person responds to more than one advertised position.

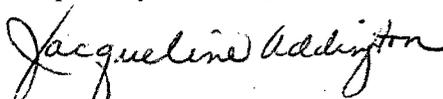
On another topic, arrangements for a service load should be confirmed at the beginning of each academic year. Tony Glisson proposed the decentralizing of the offer letter.

An affirmative action compliance incentive, one time only dollars, would not apply to library positions since the intent is to enhance faculty (EE02) positions.

The CAD discussed a request from the Student Government Association President regarding faculty evaluations. Dr. Haynes suggested that we allow students to add their questions, collect and forward them to SGA and that the information not be kept with faculty evaluations. Approximately five questions could be added.

The CAD adjourned at 11:30 a.m. for a meeting with President Thomas C. Meredith concerning the Vice President for Academic Affairs search.

Respectfully submitted,

  
Jacqueline Addington