

4-9-1996

# Meeting Minutes

WKU Council of Academic Deans

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# MINUTES

Meeting of the Council of Academic Deans  
April 9, 1996

Dr. Robert V. Haynes called the meeting to order at 9:00 a.m. Members present included Martin R. Houston, Jack O. Hall, Jr., Elmer Gray, Michael Dale, David D. Lee, John H. Petersen, Jacqueline Addington, Carl R. Martray, Brian Coutts, attended for Michael B. Binder.

Dr. Haynes made two announcements:

- 1) There are two changes in loan applications for classified employees for computers. The number of loans one has will be taken into consideration. If an outside vendor is used, an itemized receipt must be presented.
- 2) Blue slips: No distinction should be made between on and off campus hosting of meals. The university will limit to two the number of university personnel hosts.

Part time employees--non exempt do not figure in the pool for merit pay. Dr. Haynes is encouraging the CAD to include this group in the pool each year for annual increases. This should also be true for graduate assistants. He also recommended that part time people who are used continuously should be considered more permanent employees and eligible for many university benefits.

Mike Dale is going to gather information about the salaries for student workers and report back to the CAD.

Dr. Haynes raised concern about faculty awards and how the process is working. Several proposals were discussed: Using a college nominating committee might be a more productive process. Also he suggested reducing the number of awards and possibly awarding a university wide teaching award. Dr. Gray proposed that we use a system where we collect data on all faculty and publish it annually. Research/Creativity and Public Service could be recognized in a publication handled through the graduate office. Dr. Haynes recommended that the CAD discuss with faculty the following process: The Center for Teaching and Learning would identify two distinguished faculty in pedagogy. Major accomplishment of faculty in research and service would be identified and presented in a publication by the graduate office. The funds needed should be identified. The process identified should be given to the Faculty Senate for review.

Mike Dale presented data on Fall '95 freshmen and sophomore level course section enrollment. The university has very low numbers of high enrolled courses. The overall average for the university is 32 students. Independent study, internships and cooperative education and correspondence should be excluded from calculations.

John Petersen distributed a discussion paper for Faculty Exchange. The CAD will investigate the alternatives including the revolving faculty exchange (a previous program at W.K.U.). Visiting teams of five or so would visit institutions such as Miami of Ohio, Truman State, Trenton State, Middle Tennessee State and others with innovative programs, then invite faculty from those institution with a culminating conference or seminar.

Assessment as a part of New Level was discussed. All students will be assessed. A major question is what to do with students who do not pass the assessment.

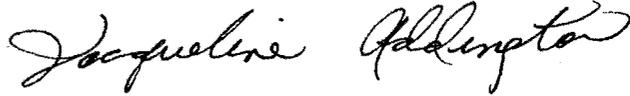
Dr. Carl Martray announced information about the new test for ETS, Praxis II, this will be presented on April 19.

Concern about summer school starting dates conflicting with when schools let out was announced by Dean Martray. Summer school begins May 28 and some schools will not be out until June 7.

Jackie Addington announced the need to look at increasing summer enrollment. She also asked the CAD to identify dates when she and Kyle Wallace could come and meet with department heads about the University College. All deans invited them to attend the department head meetings during the coming week.

The Council of Academic Deans adjourned at 12:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jacqueline Addington". The signature is written in black ink and is positioned to the left of the printed name.

Jacqueline Addington