

10-8-1996

Meeting Minutes

WKU Council of Academic Deans

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**Minutes
Council of Academic Deans
October 8, 1996**

Members Present: Michael Binder, Barbara Burch, Frank Conley (for Martin Houston), Michael Dale, Elmer Gray, Luther Hughes, Robert Jefferson, David Lee, Carl Martray, John Petersen and Paul Rice - Guest: Dr. Retta Poe

1. University Awards Committee - Dr. Retta Poe

Concerns about university awards were discussed. The following concerns were addressed:

- a. Nature of submission materials
- b. Committee composition
- c. Getting faculty to submit/accept nomination-awards lack status
- d. Faculty members asked to prepare burdensome package
- e. Should there be more than one winner per award

A sub-committee will be formed to study the university awards program to find ways to improve the existing awards and determine if there are other areas of priority that deserve recognition. The following are on the sub-committee: Retta Poe, Sally Kuhlenschmidt, and Robert Jefferson, to represent the Council of Academic Deans. Dr. Burch will request from Arvin Vos two representatives from the Faculty Senate and appoint a third faculty representative who has received a university award.

The committee will report recommendations by early November.

2. Follow-Through on Matters Approved by the Academic Council - Dr. Retta Poe

- A. There is a need to establish a way to effectively notify all faculty when new policies and procedures have been approved by the Academic Council.

After considerable discussion, the following procedure will be followed: Dr. Addington will give written notification to the Vice President to be added to the agenda for Council of Academic Deans and each Dean will give to Department Heads, who will give the information to their faculty members.

- B. Through this discussion it was suggested that there may be a need for an assessment to be developed and implemented for assurance of writing competency. The Vice President indicated that The Council will address the identified general education concerns at a future meeting.

3. Minutes were distributed for the October 1, 1996, Meeting.

4. Information/Clarification Items:

A. Department Heads Retreat, November 13, 1996, 7:30 a.m. - 8:00 p.m.

Department Heads Retreat will be held at The Institute.

Possible Agenda Topics:

- a. Recruitment and Retention
- b. University College Missions
- c. Evaluation and Assessment Issue
- d. Unit Productivity
- e. Four Major Goals and their Rationale
- g. Virtual University - Merging Trends on Horizon
- h. Strategic Planning Process - How it Will Be Implemented

The Department Head Retreat Planning Committee will include:

Dr. David Lee
Dr. Luther Hughes
Dr. Paul Rice

Deans are to recommend a Department Head from each College to the Vice President (by E-Mail) to serve on the Committee. Dr. Hughes will chair the planning group.

B. Report from the Vice Presidents' Meeting and Fund Balance Distribution.

Dr. Burch provided information on the fund balance discussions. Allocations of fund balance dollars should be finalized within the next week, and will be submitted to the Board of Regents for consideration and approval.

C. Draft Operational Plan 1997-98

The "Draft" for Academic Affairs Overall Operational Plan for 1997-98 was distributed. This draft is a working document not ready for distribution yet.

D. Responses from Deans Regarding University College Curriculum Proposals

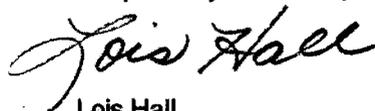
Responses are being received. The Curriculum Proposals will not be sent to the Academic Council until the University community is more informed about the University College. Plans are being developed to clarify misunderstandings that faculty and staff have regarding the University College.

4. Policy Concerning Acceptance of Transfer Credit and Institutional Accreditation

Freida Eggleton addressed The Council about the matter of not accepting transfer credit from a non-accredited institution. The particular discussion worked around the credits earned by students (especially in Community College) while an institution is in candidacy status. After considerable discussion, it was decided to continue using current policy, with the right of appeal. A committee will be created to consider appeals.

Meeting adjourned.

Respectfully submitted,



Lois Hall