

5-18-2011

Meeting Minutes

WKU Council of Academic Deans

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Council of Academic Deans
CAD Minutes
Wednesday, May 18, 2011
1:30 – 3:00 p.m.

Members Present: Robert Reber, Sam Evans, Gordon Emslie, David Lee attended a portion of meeting, Connie Foster, Craig Cobane, Dennis George, John Bonaguro, and Richard Miller.

Guests Present: Sylvia Gaiko, Beth Laves, Bruce Kessler for Blaine Ferrell, Doug McElroy, Kinchel Doerner for Richard Bowker, Mike Dale, Larry Snyder and Teresa Jackson.

I. Approval of May 11, 2011 Minutes

Dr. Bonaguro made a motion, seconded by Dr. Lee, to approve the minutes from the May 11, 2011 CAD Meeting. The minutes were approved without objection.

II. Information Items:

A. Course Equivalency Policy

Dr. Emslie discussed a draft Course Equivalency Policy and indicated this policy will go to Administrative Council in the near future and University Senate later this fall.

Dr. Emslie indicated that Department Heads are concerned there is no direct connection with faculty members teaching equivalent courses and that they believe there should be a way to verify desired outcomes are met and content is equivalent. If the desired outcomes are not being achieved, then the equivalency needs to be revoked. Dr. Emslie indicated that in such cases, the rationale for revoking equivalency should, like any other curricular action, be presented to UCC, University Senate and the Provost, and he agreed to add a statement to this effect to the draft policy.

III. Follow-Up Items:

A. General Education Transfer Agreement

Dr. Larry Snyder discussed the most recent draft of the Statewide General Education Transfer Agreement and the intent that all core-certified students should meet all 24 Student Learning Outcomes. There was discussion regarding the different ways in which combinations of courses could be used to meet the outcomes in each category. Dr. Snyder made a motion to suggest to CPE that a course should satisfy at least 3 student learning outcomes within a category in order to be used to meet that category's requirements. Dr. Kessler seconded. The Council agreed unanimously; Dr. Gaiko will forward this suggestion to CPE.

IV. Discussion Items:

A. Administrative Internship in Academic Affairs

Dr. Richard Miller announced that Dr. Jim Berger of the Department of Educational Administration, Leadership and Research will hold an Administrative Internship Fellow position in Academic Affairs from July 2011 to June 2012. Dr. Berger will be involved in various activities within the office, to include meetings with CAD and the AA Executive Team. No stipend will be associated with this position.

B. Reclassification of Instructors

Dr. Emslie invited the deans to discuss the practice reclassification of instructors into tenure-eligible professorial ranks and when the tenure clock should begin under such a reclassification. Dr. Emslie indicated that normally the tenure clock should start at the time of the professorial appointment, but that the contract letter could include a timeline that takes into account the time served prior to the appointment at professorial rank.

Dr. Emslie recommended that new faculty intended for professorial appointments (e.g., those ABD) should be appointed into a different title than instructor (e.g., Lecturer) and that the professorial appointment and tenure clock begin once they complete the doctorate. Dr. Emslie will take this issue to the Faculty Handbook Committee.

C. PIE Proposal Criteria

Dr. McElroy discussed revised PIE Proposal Guidelines. He indicated that the demand for the program is down and that many proposals do not conform to the existing guidelines. He stated the new guidelines have different categories of funding. Dr. McElroy asked the deans to share the new guidelines and help faculty understand what the program is intended to fund. After discussion, Dr. Bonaguro made a motion, seconded by Dr. Lee, that the new guidelines be approved. The Council agreed unanimously.

D. Other

Dr. Miller discussed revisions to the Part-Time Faculty Tuition Guidelines and indicated more and more faculty are taking advantage of this benefit. He reminded deans not to approve applications that are past the deadline.

Dr. Miller also announced it is time to select the next University Distinguished Professors. He has scheduled a meeting with Selection Committee (which

includes the deans) on May 25th at 2:00 p.m. Dr. Emslie reminded the Council that there are normally two University Distinguished Professors chosen per year.

Dr. Emslie reminded the deans to forward a list of 10 or so benchmark institution recommendations for consideration. The final benchmark list will be completed at the CAD Retreat in July.

Dr. Emslie asked the deans to review the proposed dates for events scheduled prior to the 2011 Fall Semester. After discussion, it was agreed to proceed with the list, with the exception of the Enhancing the Spirit event.

Respectfully submitted,

Teresa Jackson

Approved

A. Gordon Emslie, Provost

Date