

7-27-2011

# Meeting Minutes

WKU Council of Academic Deans

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**Council of Academic Deans  
CAD Minutes  
Wednesday, July 27, 2011  
1:30 – 3:00 p.m.**

**Members Present:** Blaine Ferrell, Connie Foster, John Bonaguro, Jeff Katz, Rick Sutton, Dennis George, Craig Cobane, Kinchel Doerner, and Richard Miller.

**Guests Present:** Brian Meredith, Dale Brown, Larry Snyder for David Lee, Jackie Terrance-Pope, Jim Berger, Sharon Hunter, Doug McElroy, Mike Dale, Beth Laves and Jessica Steenbergen.

**I. Approval of July 6 and July 20, 2011 Minutes**

Dr. Dennis George made a motion, seconded by Dr. John Bonaguro, to approve the minutes from the July 6 CAD Meeting and the July 20 CAD Retreat. The minutes were approved with one change.

**II. Discussion Items:**

**A. Draft Policies**

**Academic Articulation Agreements, Policy 1.4120** – The CAD expressed its support for this document, which will go on to the Senate.

**University Distinguished Professor Selection & Appointment, Policy 1.1332** – The CAD endorsed the proposed changes to this document, including eligibility of faculty-administrators for the title (but not the stipend) and a requirement for externally sponsored research, when appropriate to the discipline of the nominee and further suggested a further change that deans should not be on the selection committee. The proposed policy will be submitted to the Senate.

**International Travel by Faculty and Staff, Policy 1.2090** – This draft policy was tabled until a future CAD to permit Dr. Sutton to expand its purview to include a requirement for pre-authorization prior to travel.

**Developing and Maintaining International Exchange and Cooperative Agreements** - This draft policy was also tabled. There was some discussion regarding if the policy should be a university-wide policy or an Academic Affairs policy.

**B. Department/College Websites**

It was agreed to add a variety of links, including Regional Campuses, SACS, and CPE to the Academic Affairs website.

Dr. Emslie discussed the implementation of the proposed changes to college and department websites.

**C. Graduate Stipends vs. Tuition Waivers**

After a brief discussion, Dr. Emslie asked Dr. Doerner to write a draft policy regarding allocation of graduate assistant stipends and tuition waivers, to be brought back for consideration of CAD.

**D. Draft Agendas**

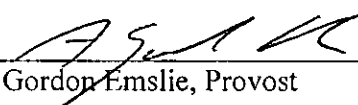
Agendas for the department heads workday (August 3) and new faculty orientation (August 15) were reviewed. Dr. Emslie indicated that deans' attendance at both these events was at their discretion.

**E. Other**

Dr. Beth Laves distributed a draft handout regarding the FY 2012 DELO distribution. It was agreed to add regional campuses to the distribution. Dr. Laves will be working on Summer Distribution in the coming weeks.

Respectfully submitted,

Jessica Steenbergen

  
A. Gordon Emslie, Provost

7-29-11  
Date