

12-14-2011

Meeting Minutes

WKU Council of Academic Deans

Follow this and additional works at: http://digitalcommons.wku.edu/coun_acad_dean



Part of the [Higher Education Administration Commons](#)

Recommended Citation

WKU Council of Academic Deans, "Meeting Minutes" (2011). *Council of Academic Deans*. Paper 1019.
http://digitalcommons.wku.edu/coun_acad_dean/1019

This Article is brought to you for free and open access by TopSCHOLAR®. It has been accepted for inclusion in Council of Academic Deans by an authorized administrator of TopSCHOLAR®. For more information, please contact topscholar@wku.edu.

**Council of Academic Deans
CAD Minutes
Wednesday, December 14, 2011
1:30 – 3:00 p.m.**

Members Present: Kinchel Doerner, John Bonaguro, Jeff Katz, Connie Foster, Sam Evans, Gordon Emslie, David Lee, and Craig Cobane.

Guests Present: Sylvia Gaiko, Beth Laves, Bruce Kessler for Blaine Ferrell, Mike Dale, Doug McElroy, Brian Meredith, Merrall Price for Dennis George, Jim Berger and Teresa Jackson.

I. Approval of December 14, 2012 Minutes

Dr. Jeff Katz made a motion, seconded by Dr. John Bonaguro, to approve the minutes from the November 30, 2011 CAD Meeting. The minutes were approved without objection.

II. Information Items:

A. Paper Trail re: Promotion & Tenure Recommendations

Dr. Emslie informed deans that during his review of promotion and tenure binders, he may want to see the “paper trail” (e.g., continuance reviews, annual evaluations) for some faculty. He will call to request additional information in January if needed.

B. Action Plan

Dr. Doug McElroy presented the latest draft for the Action Plan and indicated Administrative Council made very few changes. Dr. McElroy asked deans to forward the draft to department heads for faculty input and to determine strategies and metrics in their departments that are pertinent to the Objectives.

There was brief discussion regarding metrics and Dr. McElroy stated it will be helpful if metrics are easy to measure without having to gather the data. There was also discussion regarding benchmarks used to set metrics.

Dr. Emslie asked deans to be ready to discuss input from faculty in February. Dr. McElroy agreed to look into creating a website through which faculty and staff could provide input. Dr. Laves indicated DELO is available to meet with departments for assistance.

C. Other

Dr. Emslie briefly discussed a CPE report regarding growth in faculty and non-faculty positions on Kentucky campuses over the past several years.

III. Discussion Items:

A. Spring Enrollment Numbers

Dr. Emslie announced enrollment is down approximately 300 students from this time last year. He also indicated that this may not be a meaningful comparison due to the factors such as changes in the Pell grant program. He reminded deans if enrollment does drop, we should look toward reducing class sections, thus potentially saving on the adjunct faculty budget.

Per Dr. Meredith, the University of Louisville and Eastern Kentucky University numbers are also down for spring.

Dr. Meredith reminded deans that many students registered late for the fall and the trend may also be true for this spring. Emails have been sent to students who have registered and many have indicated to Dr. Meredith they are coming back.

Dr. Meredith distributed current enrollment information to each college dean and stated the numbers are changing daily.

B. Revision MAP v4

Dr. Kinchel Doerner distributed the current MAP Guidelines and presented a draft revision to the program. In the revised program, the students may have graduate assistantships or they could work off campus. There was discussion regarding stipend amounts.

The deans recommended the deadline for review of applications to begin by March 10 and notification be sent to applicants by April 1 each year.

Dr. Doerner asked deans to discuss the revised draft with faculty for a future CAD meeting.

C. IEC Changes

Dr. Emslie discussed changes in the role of the International Education Council and indicated the Council will work closely with Dr. Craig Cobane, who will hold the title of Chief International Officer effective January 1, 2012.

There was brief discussion regarding the draft charge to the IEC. Dr. Emslie stated the Council should be focused on the program as a whole and not on the logistics. Dr. Emslie suggested Jerry Barnaby and Tarek Elshayeb schedule a time to meet with the IEC.

D. CAD Name Change?

There was a brief discussion regarding a possible change in the name of the Council of Academic Deans group. Dr. Emslie requested asked deans to think about a new name over the holiday break.

Respectfully submitted,

Teresa Jackson

Approved

A. Gordon Emslie, Provost

Date