

4-11-2012

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" (2012). *Council of Academic Deans*. Paper 1055.
http://digitalcommons.wku.edu/coun_acad_dean/1055

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, April 11, 2012
1:00 – 3:00 p.m.**

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

Guests Present: Doug McElroy, Mike Dale, Beth Laves, Brian Meredith, Richard Miller, Merrall Price for Dennis George, Teresa Jackson, and Dr. Katrice Albert, Diversity Consultant. These Academic Affairs staff attended the first few minutes of the meeting: Emily Nation, Ladonna Hunton, Sharon Hunter, Katie Burchfield, and Jessica Steenbergen.

I. Approval of March 28, 2012 Minutes

Dr. David Lee made a motion, seconded by Dr. Jeff Katz, to approve the minutes from the March 28, 2012 CAD Meeting. The minutes were approved without objection.

II. Information Items:

A. Dr. Katrice Albert, Diversity Consultant

Dr. Miller introduced Dr. Katrice Albert, Vice Provost for Diversity and Community Outreach at LSU. Dr. Albert is reviewing matters related to enhancing diversity on campus, and specifically the Office of Diversity Programs. She will return to WKU in May 2012 to provide a report indicating ways we can enhance diversity services. There was discussion regarding diversity efforts in the colleges.

B. Other

Dr. Emslie informed the deans he will be giving a brief bio on each faculty award winner during the reception scheduled for Monday, April 16. He asked each dean to be available to present the certificate to winners in their college. Deans will be asked to say a few words about their faculty winners during the dinner scheduled for April 26, 2012. Each award winner will be presented with a gift during the dinner and members of the Forensics Team will be performing.

Dr. Emslie indicated that a revised version of the Colonnade Plan will go back to University Senate in May 2012. The exact content of the proposed revisions is still to be determined.

Mr. Mike Dale announced he will be retiring effective June 30, 2012. Dr. Emslie indicated he has discussed with Mr. Dale the possibility of him returning to Academic Affairs on a part-time basis.

Dr. Emslie announced that Ladonna Hunton will be promoted to Associate Vice President for Academic Budgets and Administration effective July 1, 2012.

Dr. Miller suggested a workshop be scheduled with Administrative Assistants for each college to go over preparing SLA's. The deans agreed a workshop would be helpful. Emily Nation will contact the colleges to schedule the workshop.

Dr. Doug McElroy distributed the revised draft Action Plan. There was brief discussion regarding the option of prioritizing faculty salary increases versus growth positions. This draft will be presented to University Senate on April 19, 2012.

III. Discussion Items:

A. Policies:

1. Access to Educational Resources (1.3090)

This policy has been approved by University Senate and has come back to the Council of Academic Deans. Dr. Emslie indicated the procedure worked well this semester. Dr. Emslie will add remarks clarifying that the policy is effective for Fall and Spring semesters only and noted that pertinent dates will be published on appropriate websites and not in the policy itself. Dr. Emslie will take this policy to Administrative Council.

2. Course Equivalency (1.4090)

There was some discussion regarding course renumbering in the event of a discontinuance of course equivalency, and it was generally agreed that the decision on which course to renumber should be made by the appropriate curricular body. It was agreed to edit the policy as discussed and bring it back to a future meeting of the Council of Academic Deans.

3 Student Production Policy (1.3150)

The intent of this policy is to make the campus community aware of events taking place on campus that may appear to be emergency situations. The goals in making the campus community aware prior to the event should keep false calls for emergency assistance from occurring. The deans were asked to share with department heads.

B. Electronic Academic Transcripts

Dr. Richard Miller informed deans we are beginning to receive some electronic transcripts for new faculty. He asked deans to have new faculty forward electronic transcripts to LaDonna Harris or Emily Nation to be

authenticated. The Office of Academic Affairs will then forward a copy of the transcript to the department. Companies sending electronic transcripts include Docufide and Scrip-Safe. Costs vary for each company.

Respectfully submitted,

A handwritten signature in cursive script that reads "Teresa Jackson". The signature is written in black ink and is positioned above the printed name.

Teresa Jackson

Approved

A. Gordon Emslie, Provost

Date