

12-2-2015

Meeting Minutes

WKU Council on Academic Deans

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**Council of Academic Deans
CAD Minutes
December 2, 2015
1:30 p.m.**

Voting Members Present: Ken Crawford (for Cheryl Stevens), Janet Applin (for Sam Evans), Connie Foster, Jeff Katz, Merrall Price (for Dennis George), Larry Snyder and Neale Chumbler.

Advisory Members Present: David Lee, Richard Miller, Craig Cobane, Ladonna Hunton, Sylvia Gaiko, Cheryl Davis, Beth Laves, Doug McElroy, Tuesdi Helbig, and Amber Scott Belt.

Guests Present: Kathryn Stuart, Todd Misener & Ann Floresca

I. Approval of November 4, 2015 Minutes

Dean Katz made a motion, seconded by Dean Foster to approve the minutes from the November 4, 2015 CAD Meeting. The motion passed without dissent.

II. Information Items:

A. University Awards: Part-time Faculty

Provost Lee reminded deans that a part-time faculty member should be included in their selection for University Awards.

B. Interview Exchange: Part-time Faculty Credentials

Provost Lee reminded deans that part-time faculty positions will also be running through the new Interview Exchange system.

C. Alltech Innovation Competition (April 9, 2016)

Provost Lee informed deans that Alltech is hosting an Innovation Competition and encouraged participation where applicable.

III. Discussion Items:

A. Health Assessment Presentation (Kathryn Stewart & Todd Misener)

Todd Misener presented National College Health Assessment data as it compares to student retention and GPA. Data collection involves surveying selected classes. The survey requires approximately 45 minutes to complete, and is done in the classroom. Kathryn Stewart reminded deans that support from the colleges is critical.

B. Policy 1.4021 Textbook Adoption Policy (Ann Floresca)

Ann Floresca presented her recommendations on changes to Policy 1.4021. After some discussion, the proposed changes were passed without dissent. The revised policy will be sent to the University Senate for consideration.

C. Academic Equipment Requests

Dr. Hunton shared with deans a process to be used for requesting moveable Academic Equipment. Fixed assets may not be requested through this process. The deadline to request funds is February 1st.

D. Faculty-Drop Process

Provost Lee shared the “EKU First Day of Class Attendance: Faculty-Drop Policy”. After much discussion, the subject was tabled for future consideration.

E. Miscellaneous

Dr. Price posed the question of whether or not the tenure and promotion clock starts at the time an instructor accepts a temporary position or at the point when he or she is moved to a full-time continuous position. After much discussion it was determined that Instructor I is eligible for promotion based on 6 years of full-time service regardless of funding source. If there has been a break in service, the potential promotion date should be addressed in the letter of appointment.

Dr. Gaiko indicated that there have been some concerns regarding the lack of seats available to students in Colonnade (general education) courses and how it relates to the number of students who still have to enroll. Provost Lee requested that deans look at this data within their colleges.

Respectfully Submitted,

Amber Scott Belt