

11-2-2016

Meeting Minutes

WKU Council on Academic Deans

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**Council of Academic Deans
Minutes
November 2, 2016
1:30 p.m.**

Voting Members Present: Kelly Madole (for Cheryl Stevens), Sam Evans, Connie Foster, Jeff Katz, Eric Reed, Dennis George, Danita Kelley (for Neale Chumbler), and Helen Sterk (for Larry Snyder).

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

I. Approval of October 19, 2016 Minutes

Dean Foster made a motion, seconded by Dean Katz, to approve the minutes from the October 19, 2016 CAD Meeting. The motion passed without dissent.

II. Information Items:

A. Blackboard Upgrade and Summer Sessions Update

As a follow up to the October 19th discussion, Dr. Laves informed deans and guests that Blackboard will be unavailable on June 25th and June 26th due to upgrades.

III. Discussion Items:

A. Defining Comprehensive Internationalization at WKU

Dr. Cobane shared with deans and guests his recommendation for defining what “International Reach” means with respect to the vision statement *WKU – A Leading American University with International Reach*. After much discussion, Provost Lee and Dr. Cobane will consider the individual comments and work toward revising the draft.

B. Tenure and Promotion Guidelines

Dr. Miller indicated that during this time of year he often receives many questions concerning tenure and promotion guidelines. The question was posed to deans and guests that if tenure and/or promotion guidelines change, should faculty currently working toward tenure and/or promotion be held accountable to the updated guidelines or to the guidelines that were published at the time he or she was hired?

After much discussion, Dr. Miller encouraged deans to ensure that tenure and promotion information is thoroughly covered during each evaluation cycle.

C. Instructor Promotion Notification Process

Dean George asked deans and guests to provide their collective wisdom as to how candidates and appropriate administrators are to be notified of decisions with respect to instructor promotions. Provost Lee asked Dean George to copy both him and Dr. Miller on the letters sent to the candidate.

Respectfully Submitted,

Amber Scott Belt