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Agenda & Meeting Minutes

WKU Council of Academic Deans

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AGENDA

Meeting of the Council of Academic Deans
Tuesday, January 8, 1991

Academic Affairs Conference Room

I. Announcements

II. Disposition of the Minutes of the December 18, 1990, Meeting

III. Procedures for Evaluation of Non-Tenured Faculty and for Tenure Recommendations

IV. Telecommunications--Telecourses

V. Summer School Stipends

VI. Class Rolls

VII. Subtitle Proposal--Mrs. Sharon Dyrsen

VIII. Guidelines and Procedures for Tenure

IX. Assessment of Student Outcomes

X. Writing and Thinking Across the Curriculum

XI. Faculty Compensation for Summer Sessions

XII. Access to the Student Information System

XIII. Proposals for the Purchase of Instructional Equipment

XIV. Enrollment Summary

XV. Higher Education Affirmative Action Recruitment

XVI. Unit Plans--Western XXI

XVII. List of Potential Priorities of Budget Requests for FY 92

XVIII. Undergraduate Degree Program Preparation, Responsibilities, and Procedures

XIX. Workload Forms--Dr. Carl R. Martray
    (Mr. John Foe will meet with the deans)

XX. Other Business

XXI. Information Items for Distribution:

Article from Best of Business quarterly on Medical Insurance
Article from NACTA Journal entitled "Merit Money--Who? What? Why?"
A Plan for an Expanded Honors Program (To be discussed at the 1/15/91 meeting.)
Dr. Robert V. Haynes called the meeting to order at 9:00 a.m. Members present included Drs. Ward Hellstrom, J. Michael Brown, Elmer Gray, Carl R. Martray, Charles E. Kupchella, Michael Binder, John H. Petersen, Ronnie N. Sutton, and Livingston Alexander. Mr. John Foe, Director of Institutional Research, was present as a guest.

The minutes of the December 18, 1990, meeting were reviewed and approved.

Dr. Haynes announced that he had discussed with the President and Executive Officers the administrative policies addressing requests for reinstatement of students dropped for nonpayment of fees. While the President supported these policies, which were approved by the Council on December 18, 1990, he asked that they be placed on the agenda for discussion at the January 22 meeting of the Administrative Council.

Dr. Haynes initiated a brief discussion on faculty involvement as consultants on grants and contracts received by the university. Council members suggested that the policy document on faculty consultation be revisited.

Dr. Carl Martray commented on the paperwork burden on department heads in his college as they complete the faculty workload forms for submission to the Office of Institutional Research. He inquired about the possibility that the workload information might be generated by the Institutional Research Office. Mr. Foe pointed out that departments do not document workload in a uniform manner; therefore, it would not be possible for his office to reflect accurately the actual workload of each faculty member. Dr. Hellstrom added that department heads in his college would probably want to retain control over the process for documenting workload. Dr. Martray indicated that he would consult individually with Mr. Foe to resolve the paperwork burden in his college.

Dr. Haynes opened discussion about the proposals for purchase of instructional equipment by stating that the amounts requested far exceed the $150,000 amount which is available. Dr. Kupchella suggested, and Council members agreed, that Dr. Haynes should distribute the funds in accordance with his informed judgment about needs of departments and directives of Western XXI.

Next, Dr. Haynes presented an abbreviated list of potential priority items for budgetary consideration as the fiscal year 1992 budget is developed. Several items were added to the list. An extensive discussion ensued.
Council members were asked to review for discussion during the January 29 Council of Deans meeting a proposal for an expanded Honors Program. The document submitted by Dr. Sam McFarland, was included in the agenda packet.

The meeting was adjourned at 12:05 p.m.

Respectfully submitted,

Livingston Alexander

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