


11-21-1995

Agenda & Meeting Minutes

WKU Council of Academic Deans

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AGENDA

Meeting of the Council of Academic Deans
November 21, 1995, 9:00 a.m.
Academic Affairs Conference Room

- I. Disposition of the Minutes of the November 14, 1995 Meeting
- II. New Business
 1. Interactive Television (Dr. Charles M. Anderson--9:00 a.m.)
 2. Academic Program Review (Undergraduate)
 3. Graduate Programs
 4. Evaluation of Deans and Department Heads
 5. Faculty Workload
 6. Sabbatical Leaves--Eligibility Rules
 7. Review for Possible Revision or Elimination of Use the Suggested Format for:
 - 1) Recommendation for Promotion in Rank
 - 2) Recommendation for Tenure
 8. SREB Doctoral Scholars Program
 9. International Student Recruitment
 10. Renovation Request from Funds Available in the Office of the Vice President for Finance and Administration
- IV. Items for Information
 1. Agenda: Incentive for Affirmative Action Compliance Proposal
 2. House Bill No. 405 -- Optional Retirement Plans
 3. Budget Priorities for 1996-97
 4. Weather Related Closings
 5. Instructional Equipment and Fund Balance

MINUTES
COUNCIL OF DEANS MEETING
Tuesday, November 21, 1995

Members present: Drs. Carl Martray, Jacqueline Addington, John Petersen, David Lee, Michael Binder, Elmer Gray, Jack O. Hall, Robert Haynes, Martin Houston and Mr. Mike Dale

Drs. Charles Anderson and Jay Sloan were in attendance to discuss the KTLN sites for next year. The star schools grant was refunded for \$8 million and WKU will receive three additional rooms as a participant. Dr. Anderson asked the deans to identify their preference for these rooms. The cost of the rooms is approximately \$100,000. The Council of Deans favors sites on campus or in existing extended campus locations. It is desirable that planning include a room in each college including the Community College. The interactive television committee is encouraged to become active quickly to formulate policies for interactive television.

The Council of Deans briefly reviewed the study conducted by Dr. Betsy Shoenfelt, Department of Psychology, on faculty pregnancy leave practices.

The Council was reminded that the Governor's Scholars Program deadline is January 5, 1996.

A reminder was made for the Council of Deans to review the list of requests for lapse salary and be sure that all commitments are included. The list does not include salary savings. The request list comes off the top and the reminder is split 50-50 between the deans and Academic Affairs. Request can then be made from Dr. Robert Haynes's fifty percent pool. Work with Kaye Russell on spending the \$300,000 instructional equipment dollars. The money has been transferred into Academic Affairs. The construction projects which Dr. James Ramsey agreed to fund have been compiled and Kaye is working on obtaining the dollars.

Dr. Haynes will distribute the schedule of evaluations for deans and department heads. Every four years department heads will be reviewed and deans will keep up with the schedule.

The sabbatical leave statement was distributed which clarifies the existing policy:

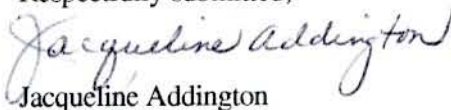
Sabbatical Leaves: In order to qualify for a sabbatical leave, a faculty member must have completed at least six years of continuous service to the university and must submit a plan of activities for the period of leave which is approved by the Department Head, College Sabbatical Advisory Committee, College Dean, Vice President for Academic Affairs and President. Since sabbatical leaves require full attention to the proposed plan of activities, faculty members on sabbatical leave status are relieved of other obligations and responsibilities to the university.

Dr. Haynes encouraged all departments to develop by-laws for operation (ie. what committees exist, who is eligible to vote, etc.). Those departments with by-laws were asked to submit these so that they might be used as a boilerplate for other departments who have not yet developed them.

Dr. Haynes recommends that we apply the Jr. Black faculty model used by SREB. He is recommending that we rethink our present policy. When a person is identified with potential, we employ them for a year and then work out a plan for their development (based on the University's needs). The obligation is then two years for each year of support. Dr. Petersen requested that \$6,000 be put on the commitment list for lapse salary money which the Council of Deans approved.

The Council will put on the agenda the optional retirement plan topic and Mr. Mike Dale will provide additional information.

Respectfully submitted,


Jacqueline Addington