

2-13-1996

# Agenda & Meeting Minutes

WKU Council of Academic Deans

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## **AGENDA**

Meeting of the Council of Academic Deans  
February 13, 1996, 9:00 a.m.  
Academic Affairs Conference Room

- I. Disposition of the Minutes of the February 6, 1996, Meeting
  
- II. New Business
  - 1. Moving to a New Level
  - 2. Faculty Salaries
  - 3. Faculty Workload
  - 4. Accountability Report
  - 5. Twelve Month Faculty Appointments and Department Heads
  - 6. Graduate Assistantships for Out-of-State Students
  - 7. Additional Funding for Faculty Research Committee
  - 8. Salary Savings Incentives Policy
  - 9. Review of University Policies--Memorandum from Deborah Wilkins
  - 10. Course and Curricular Proposal Procedures
  
- IV. Items for Information
  - 1. Guidelines for Educational Plan for Western Kentucky University's Junior Black Faculty Program
  - 2. Salary Savings Incentives Policy
  - 3. Performance Funding Indicators

# MINUTES

## Meeting of the Council of Academic Deans February 13, 1996

Members present: Martin R. Houston, Jack O. Hall, Jr., Elmer Gray, David D. Lee, Carl R. Martray, Michael B. Binder, Michael C. Dale, John H. Petersen, Jacqueline Addington, and Robert V. Haynes.

Sally Kuhlenschmidt attended the meeting to make announcements about the "Celebration of Teaching" as follows:

Mayor Eldon Renaud and County Judge Executive Michael Buchanon will be in attendance at the reception/discussion of faculty-community relations. They will each make some brief comments; then those attending will have an opportunity to share their concerns and ideas. To register for the reception on Tuesday, March 5, call 6508.

Dr. Carl Hurley, humorist, professional presenter, and former ECU faculty member, will speak on personal and student motivation. His talk entitled, "On a Clear Day You Can See Tomorrow," will be delivered at two different times and locations.

### **March 6, Wednesday:**

DUC 226

11:30-12:00--- (lunch--no charge)

12:00 - 1:00-- Dr. Hurley

Garrett Ballroom

2:00-2:30 (reception)

2:20-3:30--Dr. Hurley

Dr. Kuhlenschmidt invited the deans to attend the "free meal and humor" scheduled for 11:30 on Wednesday, March 6, at the Downing University Center, Room 226. Dr. Kuhlenschmidt asked that the deans register with the Center for Teaching and Learning (745-6508) as soon as possible (ideally by February 21) so that meal arrangements can be made.

Dr. Kuhlenschmidt urged them to attend any or all of the activities.

Dr. Kuhlenschmidt also asked the CAD to provide the names of faculty to serve on an assessment committee. Carl Martray expressed a concern about wholesale assessment training of all faculty. The CAD recommended that a department head and a dean serve on the assessment committee.

Dr. Haynes discussed briefly the packet of information on EEO from Huda Melky, Affirmative Action Officer. The CAD was reassured that Deborah Wilkins had clarified that the documents were being viewed as a work in progress. The EEO process is in a draft stage. Dean David D. Lee has interpreted the charge from Huda this semester as a time of review to be evaluated at the end of the semester.

Articulation agreements between the high schools, Vocational, Technical, and Community Colleges were discussed. The list from CHE included: computer related, early childhood, electronics and a student articulation agreement.

Dr. Martray expressed concern that those who attend the AP Workshop in the summer are now being required to become employees of the university. Mike Dale suggested that we approach it as if they were full time employees of the institutions from which they come and therefore they can only be consultants here.

Jacqueline Addington distributed the agenda for the visit of Jane Jarrow. A list of faculty representing the colleges will be used to make sure there is adequate representation of faculty who can relate ADA information back to their departments.

The letter from Deborah Wilkins regarding university policy review was discussed. The CAD was encouraged to use university council as Deborah has outlined. Positive comments were made about her meetings with faculty on policy issues.

Performance Funding Indicators as submitted to CHE were included in the CAD packets and briefly discussed.

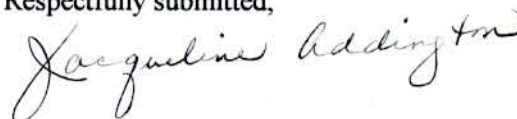
The revised guidelines for the education plan for Jr. Black Faculty were discussed. The need to have a signed agreement as to the obligation of both parties was identified. Discussion led to a conclusion that the obligation should be one to one--one year of service for each year of education. If this is not fulfilled, tuition and educational support needs are to be refunded to the university. Upon completion, rank and salary will be adjusted appropriately. It is basically a five year program, one year of service, at the university, two years away and two years to complete the degree once they return. Once the degree is completed, the payback period begins. Until that point the faculty's contract is at an instructor level.

The salary savings incentive policy was discussed and amended. At the present time, the 20% of indirect costs amounts to about \$80,000. At present, only one position is funded in the Office of Sponsored Programs. The vote taken by the deans was unanimous except for one dean who voiced a strong objection.

Mike Dale distributed the faculty sick leave policy. The Corroon study was also discussed briefly. Dr. Haynes reinforced that it is the position that it being brought to the minimum, not the person in the position.

After brief announcement, the meeting adjourned at 12:45 p.m.

Respectfully submitted,



Jacqueline Addington