

11-29-2017

Meeting Minutes

WKU Council of Academic Deans

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Council of Academic Deans
CAD Minutes
November 29, 2017
1:00 p.m.

Voting Members Present: Cheryl Stevens, Sam Evans, Susann deVries, Jeff Katz, Scott Lyons, Larry Snyder, Merrall Price (for Dennis George), and Travis Wilson (for Neale Chumbler)

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

Guests Present: Jessica Gilland and Chris Jensen

I. Approval of November 8, 2017 Minutes

Dean Stevens made a motion, seconded by Dean Snyder, to approve the minutes from the November 8, 2017 CAD Meeting with one edit. The motion passed without dissent.

II. Information Items:

A. Digital Measures

Dr. McElroy reminded deans and advisory members WKU's Digital Measures contract will soon expire and must either be renewed or cancelled. Provost Lee and Dr. McElroy will conduct further review of available options and return to CAD with additional information.

III. Discussion Items:

A. New Policy 1.3150 *Registration Holds*

Dr. McElroy requested deans approve new Policy 1.3150 *Registration Holds*. The new policy will require a review process for any *Holds* intended to prevent course registration until resolved. Dr. Meredith requested "in consultation with Finance and Administration" be added under Section II.2. following "Enrollment Management". Dr. Gaiko requested Section II.1. be amended to include adding "Program of Study" for graduate students. Dean Lyons indicated he would follow-up with Dr. McElroy concerning graduate level conditional admittance.

Mr. Jensen indicated he is advocating departments and administrators find alternative means of addressing student related issues other than issuing the traditional *Hold*. Dr. Stevens agreed that as an institution we should do everything we can to assist students with registering for courses and find alternative means to deal with unrelated issues.

Dr. Gaiko suggested sending the draft policy to affected departments for additional review. Provost Lee requested Dr. McElroy meet with select

departments for review prior to forwarding the draft to the University Senate for additional review/approval.

The motion to forward the policy with edits to University Senate passed with a vote of 6 yes and 1 no.

B. New Policy 1.6010 *Class Meeting Times*

Dr. McElroy requested deans approve new Policy 1.6010 *Class Meeting Times*. This policy would require typical face-to-face courses be scheduled only during standard course time blocks rather than across course time blocks. This policy also requires that exceptions should only be granted when substantiated for pedagogical related reasons. Dean Stevens requested “or end time” be removed in Section II. 5. Dean Evans requested “and should be built with the highest priority being to facilitate the learning process” be added after “Structured and efficient class scheduling supports students’ ability to complete their degree(s) in a timely manner” in Section I.

The motion to forward the policy with edits to University Senate passed without dissent.

C. Re-budgeting Transitional Retirees

Provost Lee advised deans and guests that going forward the budgeting for funding transitional retirees will be returning to the methodology used prior to it being moved to the DELO budget in recent years. This will be phased in over a period of four years. Dean Stevens asked if WKU had ever considered shortening Transitional Retirement to three years rather than five? Dr. Hunton indicated that she would be glad to forward deans a summary of how transitional retiree programs are currently being hosted at other Kentucky public universities. Dean Katz indicated that Gordon Ford College of Business currently only allows a transitional retiree contract for two years followed by need review on an annual basis.

D. World Language Requirement

Provost Lee reminded deans and advisory members the Colonnade Committee modern languages proposal concerning the language requirement failed to pass SEC with a vote of 5 Yes – 7 No – 1 Abstention. Dean Snyder indicated that he believes there are more sustainable options for embedding modern languages within a variety of academic programs. After some discussion, deans supported the Colonnade Committee proposal.

NOTE: The Senate Executive Committee met on December 4th to reconsider the Colonnade Committee proposal. The motion to move the proposal to the Senate passed with a vote of 12 yes – 2 no – and 1 abstention. University Senate approved the proposal on December 7th.

E. Transcripts

Mr. Jensen communicated to deans and advisory members that January 1, 2018 would mark the beginning of the semester-by-semester articulation of transcripts, which should improve course equivalencies over the long term.

F. Student Success Summit

Mr. Jensen reminded deans and advisory members the 2018 Student Success Summit will be held on January 16th.

Respectfully Submitted,

Amber Scott Belt