

6-13-2018

Meeting Minutes

WKU Council of Academic Deans

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Council of Academic Deans
CAD Minutes
June 13, 2018
1:30 p.m.

Voting Members Present: Greg Arbuckle (for Cheryl Stevens), Susann deVries, Cathy Carey, Larry Snyder, and Dennis George

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

I. Approval of May 16, 2018 Minutes

Dean Snyder made a motion, seconded by Dean deVries, to approve the minutes from the May 16, 2018 CAD Meeting. The motion passed without dissent.

II. Discussion Items:

A. Logos

Provost Lee reminded deans and advisory members that any logo used for WKU communication, marketing, etc. must be approved by Public Affairs prior to use. All WKU employees should refer to the Public Affairs website for additional information concerning the appropriate use of WKU logos.

B. Fall Classes

Provost Lee shared with deans and advisory members that WKU is expecting approximately one thousand more incoming first time/first year students than last year. He requested deans do what is necessary to ensure there are enough class seats available for upcoming T.O.P. sessions so these students have a great first semester experience.

Dr. McElroy shared current statistics with respect to outstanding student enrollment and available class seats. He indicated that there is a need for additional seats in several courses and not just first year courses. Dr. McElroy also expressed that the lack of available seats in Connections courses is currently a major concern. He suggested opening up as many seats as possible and offered assistance in determining which courses and class times may best resolve some of these issues.

C. Staffing Plan

Provost Lee requested that deans submit their Fall 2018 staffing plan to Dr. Hunton by July 15th. He indicated that the staffing plans will be informative only, must be limited to 'needs' only, and should not include a 'wish list'.

D. Evaluations and Merit Pay Process

Provost Lee reminded deans to submit 2017 annual evaluations. Provost Lee shared with deans and advisory members that he believes the merit-based salary increase initiative will likely pass the Board of Regents. Dean Snyder shared that he believed the first round of pay increases should include a combination of cost of living increases and merit with more emphasis on cost of living. Deans deVries and George agreed. Dr. Laves suggested compression should be another area that is reviewed.

Respectfully Submitted,

Amber Scott Belt