

Western Kentucky University

TopSCHOLAR®

Council of Academic Deans

WKU Governance

6-27-2018

Meeting Minutes

WKU Council of Academic Deans

Follow this and additional works at: https://digitalcommons.wku.edu/coun_acad_dean



Part of the [Higher Education Administration Commons](#)

This Article is brought to you for free and open access by TopSCHOLAR®. It has been accepted for inclusion in Council of Academic Deans by an authorized administrator of TopSCHOLAR®. For more information, please contact topscholar@wku.edu.

Council of Academic Deans
CAD Minutes
June 27, 2018
1:30 p.m.

Voting Members Present: Cathy Carey, Larry Snyder, Cheryl Stevens, Sam Evans, and Dennis George

Advisory Members Present: David Lee, Cheryl Davis, Sylvia Gaiko, Richard Miller, Beth Laves, Doug McElroy, Rheanna Plemons, Ladonna Hunton, and Amber Scott Belt

Guests Present: Jessica Gilland

I. Approval of June 13, 2018 Minutes

Dean Snyder made a motion, seconded by Dean Carey, to approve the minutes from the June 13, 2018 CAD Meeting. The motion passed without dissent.

II. Discussion Items:

A. SACSCOC Degree Field Memo

Dr. Miller reminded deans and advisory members that with all the changes taking place deans need to review and, if applicable, submit updated degree field memos. Dr. Gaiko provided additional suggestions/guidance as well as a list of specific degree field memos that have been outstanding for some time. Degree Field Memos are housed on the VP-AA Shared Drive and may be reviewed there.

B. Academic Affairs Fees

Provost Lee shared with deans and advisory members that the Budget Council has requested all units review their fees and make an effort to reduce the number of fees charged to students. Provost Lee plans to provide incoming Provost Ballman a list of recommended individuals to serve on a committee who will be charged with undertaking a comprehensive review of all Academic Affairs fees and make recommendations for improvement. Ms. Gilland shared that there are over 700 course fees and clarified how the fees usage report is utilized.

C. Policy 2.7501 *Financial Conflict of Interest in Extramural Contracts & Grants*

Dr. Davis made a motion to approve proposed edits to Policy 2.750V *Financial Conflict of Interest in Extramural Contracts & Grants*. These changes will ensure WKU is and remains in compliance with federal regulations. The motion passed without dissent. The draft will be sent to the President's Cabinet for final review/approval.

D. Dean's Retreat

Dr. McElroy inquired as to whether or not the deans would like to move forward with having the deans retreat. Dean Snyder indicated he is not inclined to do so at this moment. Dean Stevens agreed. Discussion was tabled.

E. Tomorrow's T.O.P. Registration

Dr. McElroy shared with deans that AARC is struggling to get students enrolled in 15 credit hours and meet specific departmental scheduling preferences. He suggested releasing course registration restrictions where possible. Dr. McElroy also indicated that enrollment caps have also been gradually increased. After some discussion, deans agreed to review course caps and restrictions to accommodate tomorrow's T.O.P. Registration. Dr. McElroy also reminded deans and advisory members that there are 500+ returning students who have not yet registered for the fall.

Respectfully Submitted,

Amber Scott Belt