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## Meeting Minutes

WKU Council of Academic Deans

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**Council of Academic Deans  
CAD Minutes  
September 5, 2018  
1:30 p.m.**

**Voting Members Present:** Cathy Carey, Larry Snyder, Cheryl Stevens, Corinne Murphy, Susann deVries, and Dennis George

**Advisory Members Present:** Terry Ballman, Cheryl Davis, Merrall Price, Beth Laves, Doug McElroy, John Sunnygard, Michael Smith, Rheanna Plemons, Ladonna Hunton, and Amber Scott Belt

**Guests Present:** Jean Neils-Strungas, Jason Crandall, Matt Shake, and Jerry Daday

**I. Approval of August 8, 2018 Minutes**

Motion to approve the minutes from the August 8, 2018 CAD Meeting passed without dissent.

**II. Information Items:**

**A. Center for Applied Research in Health and Aging (CASHA): Mission and Faculty Recruitment**

Drs. Jean Neils-Strunjas, Jason Crandall, and Matt Shake provided deans, advisory members, and guests with information about CASHA. Specifically Bingocize, a health-promoting intervention designed to improve physical and mental fitness in older adults. Greater than eight older adult facilities (assisted living, senior care, memory care, and CNF) use the program.

Drs. Neils-Strunjas, Crandall, and Shake requested deans assist in helping to recruit faculty to join CASHA as their mission addresses many of the initiatives outlined in WKU's Strategic Plan.

Membership benefits include grant support for faculty providing a true interdisciplinary focus for various changes in demographics; faculty networking opportunities with external businesses and organizations that provide services for aging adults; and opportunities to broaden the scope of work and collaboration within CASHA.

Deans, faculty and staff are invited to attend the grand opening of the Center for Applied Research in Health and Aging (CASHA) on Tuesday September 11<sup>th</sup> at 3:00p.m.

**B. American Council on Undergraduate Education (ACUE)**

Dr. Jerry Daday provided deans and advisory members with information outlining a new course being offered by the American Council on Undergraduate Education (ACUE). The course is offered completely on-line and lasts twenty-five weeks with one module requiring a commitment of 1 to 2 hours per week. The purpose of this course is to assist faculty with professional development in the area of pedagogy, course development, applied learning, student engagement, assessment, etc.

The Center for Innovative Teaching and Learning (CITL) desires is to identify thirty faculty members who primarily teach undergraduate, high enrollment, and/or Colonnade courses in which first and second year students are enrolled. Dr. Daday requested deans review the information he provided and nominate faculty for this opportunity. The Burch Institute plans to do a long-term assessment of the impact of this training.

#### C. Fall Commencement Update

Dr. Plemons indicated that the proposed commencement dates have been approved. The order is as follows: 8:00a.m. Gordon Ford College of Business, 10:30a.m. Potter College of Arts & Letters, 1:00p.m. Ogden College of Science & Engineering, 3:30p.m. College of Education & Behavioral Sciences, and 6:00p.m. College of Health & Human Services. Dr. Plemons has not yet received information from President Caboni as to how/when the ceremonial conferral of degrees will take place. More information will be provided in the Graduation Guide which is currently in its final stages of completion.

### III. Discussion Items:

#### A. Policy 1.2092 *Faculty Workload and Compensation* Revisions

Dean Stevens shared concerns that Policy 1.2092 does a good job of defining ‘teaching load’, but not ‘workload’. She is requesting the definition of *overload* be expanded to include other opportunities to pay faculty for additional work beyond teaching an additional course. Provost Ballman also shared that she would like to address the requirement of the policy for the Office of the Provost to approve overloads. She feels the dean in consultation with the department head/chair should approve overload.

Dean deVries expressed concern the policy does not address the unique workload requirements of library faculty. She also suggested that Winter Term should be defined as ‘out-of-load’ rather than ‘overload’. Dr. McElroy also added that deans must be mindful of the SACS/COC requirement for adequate faculty and how significant overload pay agreements under minds WKU’s ability to meet that requirement.

After much discussion Provost Ballman assembled a work group to review the policy. The work group includes: Cheryl Stevens, Cheryl Davis, Dennis George,

Beth Laves, John Sunnygard, and Corinne Murphy. Ladonna Hunton will attend in an ex officio/advisory capacity.

B. Draft Policy 1.3150 *Undergraduate Student Registration Holds*

Dr. McElroy requested deans approve sending draft Policy 1.3150 to the University Senate for review/approval. The purpose of this policy is to assist in reducing the amount of holds that prevent students from registering. Dean Murphy made a motion seconded by Dean Stevens to move the draft to Senate. The motion passed without dissent.

**IV. Closing Comments/Requests**

Dr. McElroy shared with deans and advisory members that WKU has seen an increase in the graduation rate (currently 53.4) and the retention rate (currently 71.5).

Dr. Hunton shared with deans and guests a follow-up to the recent discussion concerning the salary recommendation timeline. She requested deans review the information and be prepared to discuss further during the deans only meeting on September 19<sup>th</sup>.

Provost Ballman shared concerns about the limited number of Connections courses being offered. She emphasized there are plenty of courses that have been approved but are not being offered. Doug also requested that faculty be encouraged to offer these courses outside of the 9:00a.m. to 2:00p.m. time block. He is happy to provide data that best outlines the demand. Dean Stevens also reminded deans and advisory members that the on-line courses are very popular during the winter term.

Respectfully Submitted,

Amber Scott Belt