Western Kentucky University

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Council of Academic Deans   WKU Governance

7-10-2019

Meeting Minutes

WKU Council of Academic Deans

Voting Members Present: Greg Arbuckle, Tania Basta, Cheryl Davis, Susann deVries, Corinne Murphy, Chris Shook, Larry Snyder

Advisory Members Present: Cheryl Stevens, Michelle Trawick, Beth Laves, Michael Smith, Rheanna Plemons, Jennifer Hammonds, Ladonna Hunton, Kirk Atkinson, Chris Jensen, Tuesdi Helbig, and Amber Scott Belt

Guests Present: Mindy Johnson

I.   **Approval of May 1, 2019 AAC Minutes**

Dean Arbuckle made a motion to approve the minutes from the May 1, 2019 AAC Meeting seconded by Dean Murphy. Motioned passed without dissent.

II.   **Information Items:**

A. College Participation in Parent & Family Weekend

Mindy Johnson provided deans and advisory members with updates concerning the WKU Parent & Family Weekend program. This year's event will be held September 27 – 29. Information may be found at https://www.wku.edu/pfw. College representatives are asked to be at the finish line (Nite Class - DSU) of the Photo Scavenger Hunt to take a photo with students as part of a meet and greet opportunity.

Housing and Residence Life will be in touch with each college to get the name of their representative. Associate Provost Trawick clarified that colleges may customize their table/activities following the scavenger hunt. Ms. Johnson confirmed that was correct. Associate Provost Trawick also requested that Student Affairs/Housing and Residence Life provide each college with a list of upcoming events. Mr. Jensen agreed to provide the list.

B. Board of Regents Contacts

Provost Stevens reminded deans and advisory members that Board of Regents members are not supposed to reach out to academic colleges/units unless the member has contacted the Office of the President first. Deans and unit directors are asked to notify Provost Stevens if they are contacted by a Board member. Provost Stevens will, in turn, contact President Caboni.

C. Review Committees

Provost Stevens shared with deans and advisory members that she has instituted the following ad hoc advisory committees:

- ➢ Academic Affairs Information Technology
- ➢ Academic Affairs Fees (Course and Program)
- ➢ Curriculum Review Process (CourseLeaf)

III. Discussion Items:

A. Partnership with Student Affairs

Provost Stevens suggested that as a result of reorganizations across campus, the partnership between Academic Affairs and Student Affairs has diminished somewhat. Provost Stevens reminded deans and advisory members that we must be purposeful and deliberate in our efforts to strengthen that partnership in service of our students.

Mr. Jensen added that Student Affairs is working towards improving communications.

B. Student Success Initiatives

Provost Stevens asked deans and advisory members consider areas where we may be struggling with respect to student success initiatives.

Mr. Jensen indicated that there needs to be clarification with respect to 5th Week Assessment follow-up plans. Dean Arbuckle responded that it's been his experience that people are not looking at the 5th Week Assessment data and therefore faculty buy-in is limited. After some discussion, Mr. Jensen agreed to follow-up.

Provost Stevens proposed block scheduling for the various academic cohorts. Dean Arbuckle agreed, adding that OCSE cohort participants are requesting to continue their groups into a second semester. After some discussion, the group agreed to initiate a pilot program.

Dean Snyder added that we need better predictive data concerning academic programming needs. Provost Stevens responded that we're working with Platinum Analytics to simplify the reports deans can run.

Provost Stevens has requested that the Center for Innovative Teaching and Learning (CITL) work toward finding an easier method for taking class attendance. Mr. Jensen added that the iWKU app is undergoing modifications so that it may be used for taking attendance in the future. Mr. Jensen will follow-up with Dr. Dumančić.

Provost Stevens has also requested that CITL work toward developing a comprehensive first year experience. After some discussion it was determined that the goal will be to find commonalities that serve all students while allowing flexibility specific to majors.

Respectfully Submitted,

Amber Scott Belt