

8-22-1977

UA35/2/4 Meeting Minutes

WKU Committee of Staff Deans

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MINUTES

COMMITTEE OF STAFF DEANS

August 22, 1977

The Committee of Staff Deans met at 2 p.m. on August 22, 1977, in Room 120 of Diddle Arena, with the following members present: Burt, Robinson, Brenner, Greeley, Martin, Clark, Oakes, Wassom, Corts and Rickman.

The minutes of the July 7 meeting were approved as distributed.

In reviewing recent Council of Academic Deans meetings, Dr. Corts stated that sometimes the Academic Deans deal with items that could be handled by the Staff Deans. The Academic Deans have agreed that more of these matters will be left up to the Staff Deans in the future.

A convenient meeting time for the 1977-78 academic year was discussed briefly and it was agreed that the regular meeting time would be at 1:15 on Wednesdays with a time limit of one hour except in unusual situations. Dr. Corts reminded the deans that they should feel free to place items on the agenda at any time.

Dr. Corts named John Burt (Chairman), Faye Robinson, and Ken Brenner to serve as a committee to work on the development of a plan specifying routing procedures for curricular related proposals.

Dr. Corts distributed samples of an on-campus publication from the University of Texas which he had presented to the Academic Deans at their last meeting with the suggestion that perhaps "This Week at WKU" might be expanded once each month to include such info as the University of Texas publication. The deans agreed that it was an excellent idea and asked Dr. Corts to explore it further with the Staff Deans.

The next item on the agenda was a rather lengthy questionnaire called a "project to reduce paperwork." Dr. Corts read the instructions and then checked the questionnaire item by item with the deans in an attempt to determine the number of requests for information and reports received and responded to by Academic Affairs from the various state and federal agencies.

Dr. Corts distributed and commented briefly upon the recently revised part-time and overload faculty certification forms.

The meeting adjourned at 3:45 p.m.

Respectfully submitted,

Virginia Rickman

Virginia Rickman

/rs